

Police & Security User Manual V. 1.0

March 1994

Introduction

Orientation

How to Use This Manual

Package Management

Package Operation

Menu Distribution

Police Chief Menu

Daily Operations Journal

Add a Journal Entry

Create a Daily Journal

Print Daily Journal

Evidence/Property

Create/Edit Evidence/Property Record

Lookup Evidence/Property Record

Make Evidence Sensitive

Print All Evidence/Property Records

Print Open Evidence/Property Records

Package Management

Activity Code Add/Edit

Disposition Code Add/Edit

Master Name Add/Edit

Offense Code Add/Edit

Police Officer Add/Edit

Police Records Information

Inquire to Police Files

Print from Police Files

Selectables Add/Edit

Quick Name Check

Criminal Statute Info

Criminal Statute Lookup

Print Criminal Statute List

Training Records

All Officers Record Print

Create/Edit Training Record

Individual Officer Record Print

Print Training Record by Selections

Select Type of Training Print

Police Chief Menu, cont.

Uniform Crime Reports

- Generate Crime Statistics
- Print Crime Report
- Transmit a Crime Report
- Delete Crime Statistics

Offense Reports

- Case Assignment Register-All
- Case Assignment Register-Open
- Close an Offense Report
- Create Offense Report
- Delete Offense Report
- Edit a Completed Offense Report
- Follow-Up Offense Reports
 - Follow-Up Entry Add/Edit
 - Print Any Follow-Up Note
- Missing Patient Reports
 - Missing Patient Report-All Cases
 - Missing Patient Report-Open Cases
- Make a Report Sensitive
- Open a Closed Offense Report
- Offense Match Report
- Print Any Offense Report
- Review Completed Offense Report
- Resume an Offense Report Entry
- Transmit An Offense Report

Vehicle Registrations

- Car Pool Lists
 - Car Pool Availability List
 - Assigned Car Pool Spaces
- Create/Edit Vehicle Registration
- Identify Unknown Vehicle
- Lookup Vehicle Registration
- Print Vehicle Registration Log

Violations

- Create Courtesy Violation Notice Entry
- Create Violation Notice Entry
- Print a Violation by Name
- Print a U.S.D.C. Violation by #
- Update Violation Notice Entry
- Violations Issued By Officer
- Violation Match Report
- Violation Notices Issued Report
- Warnings and Violations Issued Report

Police Chief Menu, cont.

Wants & Warrants

Create/Edit Wants & Warrants Record

Lookup Wants & Warrants Record

Print Active Wants & Warrants

Personal Descriptor Lookup

Print Wants & Warrants Records

Daily Activity

Create/Add Daily Activity Entry

Print Workload Report

Police Supervisor Menu

Daily Operations Journal

- Add a Journal Entry
- Create a Daily Journal
- Print Daily Journal

Evidence/Property

- Create/Edit Evidence/Property Record
- Lookup Evidence/Property Record
- Make Evidence Sensitive
- Print All Evidence/Property Records
- Print Open Evidence/Property Records

Quick Name Check

Criminal Statute Info

- Criminal Statute Lookup
- Print Criminal Statute List

Supervisor Functions

- Master Name Add/Edit
- Offense Code Add/Edit
- Police Officer Add/Edit

Training Records

- All Officers Record Print
- Create/Edit Training Record
- Individual Officer Record Print
- Print Training Record by Selections
- Select Type of Training Print

Uniform Crime Reports

- Generate Crime Statistics
- Print Crime Report
- Transmit a Crime Report
- Delete Crime Statistics

Offense Reports

- Case Assignment Register-All
- Case Assignment Register-Open
- Close an Offense Report
- Create Offense Report
- Delete Offense Report
- Edit a Completed Offense Report

Police Supervisor Menu, cont.

- Follow-Up Offense Reports

 - Follow-Up Entry Add/Edit

 - Print Any Follow-Up Note

- Missing Patient Reports

 - Missing Patient Report-All Cases

 - Missing Patient Report-Open Cases

- Make a Report Sensitive

- Open a Closed Offense Report

- Offense Match Report

- Print Any Offense Report

- Review Completed Offense Report

- Resume an Offense Report Entry

- Transmit An Offense Report

- Vehicle Registrations

 - Car Pool Lists

 - Car Pool Availability List

 - Assigned Car Pool Spaces

 - Create/Edit Vehicle Registration

 - Identify Unknown Vehicle

 - Lookup Vehicle Registration

 - Print Vehicle Registration Log

- Violations

 - Create Courtesy Violation Notice Entry

 - Create Violation Notice Entry

 - Print a Violation by Name

 - Print a U.S.D.C. Violation by #

 - Update Violation Notice Entry

 - Violations Issued By Officer

 - Violation Match Report

 - Violation Notices Issued Report

 - Warnings and Violations Issued Report

- Wants & Warrants

 - Create/Edit Wants & Warrants Record

 - Lookup Wants & Warrants Record

 - Print Active Wants & Warrants

 - Personal Descriptor Lookup

 - Print Wants & Warrants Records

- Daily Activity

 - Create/Add Daily Activity Entry

 - Print Workload Report

Police Officer Menu

- Create/Add Daily Activity Entry
- Criminal Statute Lookup
- Daily Operations Journal
 - Add a Journal Entry
 - Create a Daily Journal
 - Print Daily Journal
- Lookup Evidence/Property Record
- Lookup Wants & Warrants Record
- Offense Report Options
 - Create Offense Report
 - Edit Offense Report
- Follow-Up Officer Notes
 - Add/Edit Officer Follow-Up Notes
 - Print Officer Follow-Up Notes
- Resume an Offense Report Entry
- Personal Descriptor Lookup
- Quick Name Check
- Vehicle Registrations
 - Car Pool Lists
 - Car Pool Availability List
 - Assigned Car Pool Spaces
 - Create/Edit Vehicle Registration
 - Identify Unknown Vehicle
 - Lookup Vehicle Registration
 - Print Vehicle Registration Log

Police Clerical Menu

Daily Operations Journal

- Add a Journal Entry
- Create a Daily Journal
- Print Daily Journal
- Print Offense Report

Quick Name Check

Criminal Statute Info

- Criminal Statute Lookup
- Print Criminal Statute List

Training Records

- All Officers Record Print
- Create/Edit Training Record
- Individual Officer Record Print
- Print Training Record by Selections
- Select Type of Training Print

Uniform Crime Reports

- Generate Crime Statistics
- Print Crime Report
- Transmit a Crime Report
- Delete Crime Statistics

Vehicle Registrations

- Car Pool Lists
 - Car Pool Availability List
 - Assigned Car Pool Spaces
- Create/Edit Vehicle Registration
- Identify Unknown Vehicle
- Lookup Vehicle Registration
- Print Vehicle Registration Log

Violations

- Create Courtesy Violation Notice Entry
- Create Violation Notice Entry
- Print a Violation by Name
- Print a U.S.D.C. Violation by #
- Update Violation Notice Entry
- Violations Issued By Officer
- Violation Match Report
- Violation Notices Issued Report
- Warnings and Violations Issued Report

Police Clerical Menu, cont.

Wants & Warrants

- Create/Edit Wants & Warrants Record

- Lookup Wants & Warrants Record

- Print Active Wants & Warrants

- Personal Descriptor Lookup

- Print Wants & Warrants Records

Daily Activity

- Create/Add Daily Activity Entry

- Print Workload Report

Glossary

Index

Introduction

The V. 1.0 Police & Security software package provides an automated system of procedures that generates the necessary reports and other forms of records pertinent to the VA Police and Security Service (VA Police) operation. In most instances, a single data entry procedure will create the permanent record, as well as generate statistical data necessary to produce a variety of management level reports.

By statutory provisions, the Secretary of Veterans Affairs (VA) is responsible for the protection of patients, visitors, employees, protection of property, and the maintenance of law and order on property under the charge and control of the Department of Veterans Affairs. This responsibility is subsequently delegated to the Deputy Assistant Secretary for Security and Law Enforcement who provides program guidance and assistance to the VA Police located at each VA Medical Center (VAMC). The primary function of the VA Police is to prevent crime on VA property.

The role of the VA Police Officer is crime prevention, preliminary investigation of crimes, apprehension, legally correct handling of suspected offender(s), and the transfer of suspected offender(s) to appropriate authorities. This package is designed to assist the VA Police Officers in accomplishing these goals.

The ESP MASTER NAME INDEX file (#910) serves as the primary repository file for the storage of names, addresses, and other demographic data for all persons who come in contact with the VA Police during normal operations.

National Upward Reporting includes transmitting the Monthly Crime Report through MailMan to Central Office. The local office will be able to send a Uniform Offense Report (UOR) to VACO through MailMan to facilitate meeting the 48 hour notification requirement on specific types of investigations.

The V. 1.0 Police & Security software is composed of the following modules.

Daily Operations Journal Module

The Daily Operations Journal module provides a system for storage and retrieval of information currently being manually placed on the VA Police Daily Operations Journal (VA Form 10-1433) and Continuation Sheet (VA Form 10-1433A).

Evidence/Property Module

The Evidence/Property module provides a system to record and retrieve information contained on the Evidence Property Custody Record (VA Form 10-3524). The electronic record of this information allows the formation of the required Evidence Property Log and other necessary documentation in a faster manner than the current manual methods. This module contains several report options for management purposes.

Package Management Module

There are several files contained within the program that should only be altered sporadically once the package has been fully implemented. This is accomplished through the options in this module.

Quick Name Check Module

The Quick Name Check module allows for the retrieval of stored information for a selected person(s) from files in several different modules and displays the information. The Quick Name Check option displays any data on file for an individual, such as vehicle registrations, demographics, wants and warrants, violations, offenses, and previous investigative involvements.

Criminal Statute Module

The primary menus assigned throughout this program can look at or print any criminal offense code and its definition within the ESP OFFENSE CODES file (#915). This file is referenced by any "Offense Committed" question throughout the various modules of the program. Its use is expanded to include an on line lookup in order to determine the legal wording of each particular criminal offense. It is necessary for each local field station to add any local medical center, city, county or state ordinances under which they can place criminal charges to the ESP OFFENSE CODES file.

Training Records Module

The Training Records module provides a system for storing information about training completed by staff members assigned to VA Police and Security Service. The accumulation of this data allows for the printing of training records for documentation purposes, as well as management planning for funding justifications.

Uniform Crime Reports Module

The Uniform Crime Reports module accesses selective data from entries in the Offense Report and Violations modules. This data will be assembled into a standardized report format for the VA Police Chief to document the numbers and types of criminal incidents occurring at the medical center. The Uniform Crime Report is a greatly expanded version of the Automated Management Information System (AMIS) report. It provides a much more in depth record of the type of criminal activities which occur, as well as recording dollar values for investigations dealing with loss and recovery factors. The Uniform Crime Reports module downloads and transmits the Uniform Crime Reports to the database maintained within Security and Law Enforcement in Washington, DC. The combined statistical data from all VAMCs will provide important information at the national level to the Deputy Assistant Secretary for Security and Law Enforcement regarding program planning strategies.

Offense Reports Module

The Offense Reports module facilitates the entry of data normally contained on the VA Police Uniform Offense Report, Investigative Notes, and Case Log. It will also facilitate entry of data from preparatory documentation assembled during a criminal investigation. By entering the data into the Offense Reports Module, the VA Police Officer will be creating an electronic record of his investigation that will be readily retrievable for future use. At the same time, the software package will be assembling statistical data for creating trend studies and other beneficial management tools.

Vehicle Registrations Module

The Vehicle Registrations module records all information necessary for the maintenance of the VA Police Vehicle Registration program. The information contained within this module is highly beneficial to those VAMCs operating a Ride Sharing Program. Because of the diverse complexity of operations throughout the VAMCs, ranging from single building high-rise complexes to large expanded-campus style facilities, this module also contains a system of miscellaneous registration files that can be used at the discretion of the individual VA Police Chief.

Violations Module

The Violations module allows for the entry of all violation information contained on US District Court Violations Notices and Courtesy Warnings issued by VA Police Officers at the medical center. This module generates several types of management tracking reports.

Wants & Warrants Module

The Wants & Warrants module is used to record any data pertinent to individuals currently under any type of criminal proceedings. This includes individuals with outstanding warrants, summons, court commitments, or other types of legal documentation. This module provides a flag notification to officers on duty that the individual in question is wanted, has been involved in some prior serious physical altercation, or other incident that can require additional preparation, or requires caution when being approached. The Wants & Warrants module contains several print options for maintaining list of persons currently in an active want or detained status.

Daily Activity Module

The Daily Activity module provides a method for VA Police Officers to enter specific activities that occurred during their tours of duty and the time required to complete these activities. This module also allows a VA Police Officer to create an entry of his or her activities and combine them with the entries of other VA Police Officers. This information helps the Chief of VA Police to justify and plan the patrol activities of the VA Police and Security Service.

Orientation

How To Use This Manual

The Police & Security User Manual is provided in Adobe Acrobat PDF (portable document format) files. The Acrobat Reader is used to view the documents. If you do not have the Acrobat Reader loaded, it is available from the **VISTA** Home Page, "Viewers" Directory.

Once you open the file, you may click on the desired entry name in the table of contents on the left side of the screen to go to that entry in the document. You may print any or all pages of the file. Click on the "Print" icon and select the desired pages. Then click "OK".

Package Management

The V. 1.0 Police & Security package contents are covered by the Privacy Act of 1974 and should not be treated differently than previous or currently held hard copy documents. Access to the Police & Security V. 1.0 files should be limited to those VA Police and Security Service staff members with the need to know and only if the functions requiring access are within the VA Police staff member's scope of employment.

Names and social security numbers used in the examples are fictitious.

The criminal classification codes provided in ESP CRIME CATEGORIES file (#912.7), ESP CRIME TYPES file (#912.8), and ESP CRIME SUB-TYPES file (#912.9) have been determined by the Program Directors for Security and Law Enforcement, Veterans Affairs Central Office (VACO). These file entries are **not** to be altered at the local sites.

Package Operation

Menu Distribution

The V. 1.0 Police & Security package consists of four main menus. A fifth menu containing all four of the main menus has been included for use by IRM staff and the Police & Security Service applications coordinator (ADPAC). At sites where the Police Chief also functions as the ADPAC, it is suggested that he be assigned the combination menu. The following is our recommended distribution of menus to users.

1. Police Chief [ESP POLICE CHIEF MENU]

Recommended Assignments: Chief of Police, Assistant Chief of Police, and possibly the Police Chief's Secretary.

2. Police Supervisor [ESP POLICE SUPERVISOR]

Recommended Assignments: Supervisors and Detectives.

3. Police Officer [ESP POLICE OFFICER MENU]

Recommended Assignments: Police Officers (patrol level).

4. Police Clerical [ESP POLICE CLERICAL]

Recommended Assignments: Secretary, Clerks, and Dispatchers.

5. Police Menu [ESP POLICE & SECURITY MENU]

Police Chief [ESP POLICE CHIEF MENU]
Police Supervisor [ESP POLICE SUPERVISOR]
Police Officer [ESP POLICE OFFICER MENU]
Police Clerical [ESP POLICE CLERICAL]

It is understood that there will be a significant diversity across the system due to the different size and complexity of most local sites. Because of this, it is expected that larger sites will be able to follow the above indicated breakdown of menu assignments. It is also expected that smaller sites, due to limited staffing will need to determine the appropriate menu assignments for the size and complexity of their individual operation.

Police Chief Menu

Daily Operations Journal

- Add a Journal Entry
- Create a Daily Journal
- Print Daily Journal

Evidence/Property

- Create/Edit Evidence/Property Record
- Lookup Evidence/Property Record
- Make Evidence Sensitive
- Print All Evidence/Property Records
- Print Open Evidence/Property Records

Package Management

- Activity Code Add/Edit
- Disposition Code Add/Edit
- Master Name Add/Edit
- Offense Code Add/Edit
- Police Officer Add/Edit
- Police Records Information
 - Inquire to Police Files
 - Print from Police Files
- Selectables Add/Edit

Quick Name Check

Criminal Statute Info

- Criminal Statute Lookup
- Print Criminal Statute List

Training Records

- All Officers Record Print
- Create/Edit Training Record
- Individual Officer Record Print
- Print Training Record by Selections
- Select Type of Training Print

Uniform Crime Reports

- Generate Crime Statistics
- Print Crime Report
- Transmit a Crime Report
- Delete Crime Statistics

Offense Reports

- Case Assignment Register-All
- Case Assignment Register-Open
- Close an Offense Report
- Create Offense Report
- Delete Offense Report
- Edit a Completed Offense Report

Police Chief Menu, cont.

Follow-Up Offense Reports

Follow-Up Entry Add/Edit

Print Any Follow-Up Note

Missing Patient Reports

Missing Patient Report-All Cases

Missing Patient Report-Open Cases

Make a Report Sensitive

Open a Closed Offense Report

Offense Match Report

Print Any Offense Report

Review Completed Offense Report

Resume an Offense Report Entry

Transmit An Offense Report

Vehicle Registrations

Car Pool Lists

Car Pool Availability List

Assigned Car Pool Spaces

Create/Edit Vehicle Registration

Identify Unknown Vehicle

Lookup Vehicle Registration

Print Vehicle Registration Log

Violations

Create Courtesy Violation Notice Entry

Create Violation Notice Entry

Print a Violation by Name

Print a U.S.D.C. Violation by #

Update Violation Notice Entry

Violations Issued By Officer

Violation Match Report

Violation Notices Issued Report

Warnings and Violations Issued Report

Police Chief Menu, cont.

Wants & Warrants

- Create/Edit Wants & Warrants Record

- Lookup Wants & Warrants Record

- Print Active Wants & Warrants

- Personal Descriptor Lookup

- Print Wants & Warrants Records

Daily Activity

- Create/Add Daily Activity Entry

- Print Workload Report

Police Chief Menu
Daily Operations Journal Menu

The Daily Operations Journal Module has been designed to match the existing VA Police Daily Operations Journal, VAF 10-1433 and VAF 10-1433a, Continuation Sheet. The data entered into this module is exactly the same as that manually typed on the forms.

Police Chief Menu
Daily Operations Journal Menu
Add a Journal Entry

The Add a Journal Entry option allows you to add a journal entry to an existing journal without having to scroll through multiple data fields. In this example, it is assumed that the user left the option and has returned at a later time to make an additional entry.

Example

```
Select ESP DAILY JOURNAL DATE: 3 31    MAR 31, 1993
Select TIME: 2300// 2400
    ARE YOU ADDING '2400' AS A NEW TIME (THE 10TH FOR THIS ESP DAILY JOURNAL)? Y
(YES)
    OFFICER: JONES,RANDOLPH JAMES
    ACTIVITY: CLOSE JOURNAL
    ENTRY SUMMARY:
    1>Watch B, off duty, master keys present, Journal closed.
    2><RET>
EDIT Option: <RET>
Select TIME: <RET>
```

Police Chief Menu

Daily Operations Journal Menu

Create a Daily Journal

It is recommended that this option be used only by the person responsible for initiating the Daily Operations Journal. This can occur at the start of the 24 hour period or at the start of each assigned watch. Subsequent entries are more quickly entered through the Add a Journal Entry option.

Example

```
Select ESP DAILY JOURNAL DATE: 3 31 93    MAR 31, 1993
  ARE YOU ADDING 'MAR 31, 1993' AS A NEW ESP DAILY JOURNAL (THE 3RD)? Y  (YES)
DATE: MAR 31,1993// <RET>
FROM: 93-03-31-0001
TO: 93-03-31-2400
Select WATCH: A  (WATCH A)
  ARE YOU ADDING 'WATCH A' AS A NEW WATCH (THE 1ST FOR THIS ESP DAILY
JOURNAL)? Y  (YES)
  Select OFFICER: ??
```

Enter the names of all officers currently assigned to work each shift.
The officers' names must be contained within the NEW PERSON file (#200)
and must also be assigned the ESP POLICE Security Key.

```
CHOOSE FROM:
  SWIFT,HARRY
  SWIFTY,JAMES
  JONES,RANDOLPH JAMES
```

```
Select OFFICER: SWIFT,H  ARRY
  ARE YOU ADDING 'SWIFT,HARRY' AS A NEW OFFICER (THE 1ST FOR THIS WATCH)? Y
(YES)
  Select OFFICER: <RET>
Select WATCH: B  (WATCH B)
  ARE YOU ADDING 'WATCH B' AS A NEW WATCH (THE 2ND FOR THIS ESP DAILY
JOURNAL)? Y  (YES)
  Select OFFICER: SWIFTY,JAMES
  ARE YOU ADDING 'SWIFTY,JAMES' AS A NEW OFFICER (THE 1ST FOR THIS WATCH)? Y
(YES)
  Select OFFICER: <RET>
Select WATCH: C  (WATCH C)
  ARE YOU ADDING 'WATCH C' AS A NEW WATCH (THE 3RD FOR THIS ESP DAILY
JOURNAL)? Y  (YES)
  Select OFFICER: JONES,R  ANDOLPH JAMES
  ARE YOU ADDING 'JONES,RANDOLPH JAMES' AS A NEW OFFICER (THE 1ST FOR THIS
WATCH)? Y  (YES)
  Select OFFICER: <RET>
```

Police Chief Menu
Daily Operations Journal Menu
Create a Daily Journal

Select WATCH: <RET>

SPECIAL INSTRUCTIONS: <RET>

1>Watch A - Speed enforcement Patient Recreation areas.

2><SPACE>

3>Watch B - Secure Bldg 7, 2100 hours.

4><SPACE>

5>Watch C - Additional patrol parking area C.

6><RET>

EDIT Option: <RET>

Select TIME: 0001

ARE YOU ADDING '0001' AS A NEW TIME (THE 1ST FOR THIS ESP DAILY JOURNAL)? Y
(YES)

OFFICER: SWIFTY,JAMES

ACTIVITY: ADMINISTRATIVE

ENTRY SUMMARY:

1>Open Daily Journal. Assigned staff present and master keys present.

2><RET>

EDIT Option: <RET>

Select TIME: 0200

ARE YOU ADDING '0200' AS A NEW TIME (THE 2ND FOR THIS ESP DAILY JOURNAL)? Y
(YES)

OFFICER: SWIFTY,JAMES

ACTIVITY: BUILDING CHECKS

ENTRY SUMMARY:

1>Patrol check of Bldg 11, all secure.

2><RET>

EDIT Option: <RET>

Police Chief Menu
Daily Operations Journal Menu
Print Daily Journal

This option is used to print out the Daily Journal. It can be printed at the conclusion of the 24 hour period or as desired.

Example

DATE: 3 31 99 MAR 31, 1999
DEVICE: HOME// <RET> LAN

Police Chief Menu
Daily Operations Journal Menu
Print Daily Journal

VA POLICE DAILY OPERATIONS JOURNAL
(Automated VA Form 10 -1433)

PAGE: 1

VA Facility
DALLAS, TX

Date/Time Printed
MAR 31,1999@23:59

SECTION I - PERIOD COVERED

FROM: 99-03-31-0001 TO: 99-03-31-2400

SECTION II - ASSIGNMENTS

WATCH A	SWIFT,HARRY
WATCH B	SWIFTY,JAMES
WATCH C	JONES,RANDOLPH JAMES

SECTION III - SPECIAL INSTRUCTIONS

Watch A - Speed enforcement Patient Recreation areas.

Watch B - Secure Bldg 7, 2100 hours.

Watch C - Additional patrol parking area C.

SECTION IV - ENTRY SUMMARY

TIME	OFFICER	ACTIVITY
0001	SWIFTY	ADMINISTRATIVE Open Daily Journal. Assigned staff and master keys present.
0200	SWIFTY	BUILDING CHECKS Patrol check of Bldg 11, all secure.
0730	SWIFTY	VANDALISM Miss Jane JONES reported that person(s) unknown had smashed the right side rear door glass of her vehicle. See UOR 93-03-31-0730.
0800	SWIFT	ADMINISTRATIVE Watch A assigned staff, on duty, master keys accounted for.

Police Chief Menu
Daily Operations Journal Menu
Print Daily Journal

VA POLICE DAILY OPERATIONS JOURNAL
(Automated VA Form 10 -1433a)

PAGE: 2

VA Facility
DALLAS, TX

Date/Time Printed
MAR 31,1999@23:59

FROM: 99-03-31-0001 TO: 99-03-31-2400

SECTION IV - ENTRY SUMMARY

TIME	OFFICER	ACTIVITY
0900	SWIFT	COMMUNICATIONS CHECK Portable radios tested. All communications OK.
1000	SWIFT	PATIENT DISTURBANCE Ward 3 West requested assistance, disorderly patient John Randolph SMITH. Responded and resolved situation. See UOR 93-03-31-1000.
1600	JONES	ADMINISTRATIVE Watch B staff present, master keys accounted for.
1900	JONES	SECURE BLDG Secured Bldg 11.
2300	JONES	PROWLER COMPLAINT R/N Mary Jones report suspicious subject in front of Bldg 12. Area checked but no offender located. Conducted additional checks through remainder of tour.
2400	JONES	CLOSE JOURNAL Watch B, off duty, master keys present, Journal closed.

REVIEW (Chief, Police Service)

Date: _____

Police Chief Menu
Evidence/Property Menu

The Evidence/Property Module has been designed to match the existing Evidence/Property Custody Record, VAF 10-3524. The data entered into the file is available from the Custody Record.

Police Chief Menu
Evidence/Property Menu
Create/Edit Evidence/Property Record

This option allows for the adding or editing of an Evidence/Property Record. This option is locked with the ESP EVIDENCE security key and will not appear on the menu if you are not assigned the key.

It is expected that this option will only be made available to the Primary and Secondary Evidence Custodians and other staff members as designated by the Chief of Police.

Example

Select ESP EVIDENCE RECORD NUMBER: **93-015**

ARE YOU ADDING '93-015' AS A NEW ESP EVIDENCE (THE 18TH)? **Y** (YES)

RECORD NUMBER: 93-015// **<RET>**

UOR NUMBER: **9302101630**

DATE/TIME OBTAINED: **3 21 93@1630**

Select ITEM NUMBER: **1**

ARE YOU ADDING '1' AS A NEW ITEM # (THE 1ST FOR THIS ESP EVIDENCE)? **Y** (YES)

ITEM NAME: **KNIFE**

RECEIVED FROM: **JONES**

1	JONES,FRANK	123901111	01-25-50	PATIENT
2	JONES,WILLIAM S	678321543	02-29-44	EMPLOYEE

CHOOSE 1-2: **2**

OWNER: **JOHNSON,RALPH** 213459023 03-06-47 PATIENT

LOCATION FOUND: **WARD 131**

REASON OBTAINED: **SAFEKEEPING**

FINAL DISPOSITION DATE: **<RET>**

FINAL DISPOSITION: **<RET>**

DESCRIPTION:

1>**KNIFE, K-BAR, BROWN HANDLE, 3" BLADE.**

2>**<RET>**

EDIT Option: **<RET>**

Police Chief Menu
Evidence/Property Menu
Create/Edit Evidence/Property Record

Select ITEM NUMBER: **2**

ARE YOU ADDING '2' AS A NEW ITEM # (THE 2ND FOR THIS ESP EVIDENCE)? **Y** (YES)

ITEM NAME: **KNIFE CASE**

RECEIVED FROM: **JONES, WILLIAM S** 678321543 02-29-44 EMPLOYEE

OWNER: **JOHNSON, RALPH** 213459023 03-06-47 PATIENT

LOCATION FOUND: **WARD 131**

REASON OBTAINED: **S** SAFEKEEPING

FINAL DISPOSITION DATE: **<RET>**

FINAL DISPOSITION: **<RET>**

DESCRIPTION:

1>**BLACK LEATHER CASE, WITH BELT LOOPS.**

2>**<RET>**

EDIT Option: **<RET>**

Select ITEM NUMBER: **<RET>**

Select DATE/TIME OF CUSTODY CHANGE: **T@1000** FEB 12, 1993@10:00

ARE YOU ADDING 'FEB 12, 1993' AS A NEW DATE OF CUSTODY CHANGE (THE 1ST FOR THIS ESP EVIDENCE)? **Y** (YES)

RELEASED BY: **JOHNSON, CHRISTOPHER** 123456789 05-29-43 POLICE OFFICER

RECEIVED BY: **BROWN, WALTER** 459025893 01-01-53 POLICE OFFICER

PURPOSE OF CHANGE: **PLACEMENT IN EVIDENCE LOCKER**

ITEM NUMBER'S INVOLVED: **1-2**

Select DATE/TIME OF CUSTODY CHANGE: **<RET>**

RECORD STATUS: **OPEN**

Select ESP EVIDENCE RECORD NUMBER: **<RET>**

Police Chief Menu
Evidence/Property Menu
Lookup Evidence/Property Record

This option allows the lookup of a specific Evidence/Property Custody Record. You can select an entry by either the owner's name or the record number.

Example

Select ESP EVIDENCE RECORD NUMBER: **93-015**

DEVICE: <RET> LAN RIGHT MARGIN: 80// <RET>

ESP EVIDENCE LIST FEB 12,1993 09:13 PAGE 1

```

RECORD NUMBER: 93-015                                UOR NUMBER: 9302101630
DATE/TIME OBTAINED: FEB 2, 1993  1630
ITEM NUMBER: 1                                           ITEM NAME: KNIFE
  RECEIVED FROM: JOHNSON,RALPH                          OWNER: JOHNSON,RALPH
  LOCATION FOUND: WARD 131                               REASON OBTAINED: SAFEKEEPING
  DESCRIPTION:    KNIFE, K-BAR, BROWN HANDLE, 3" BLADE.
ITEM NUMBER: 2                                           ITEM NAME: KNIFE CASE
  RECEIVED FROM: JONES,WILLIAM S                        OWNER: JOHNSON,RALPH
  LOCATION FOUND: WARD 131                               REASON OBTAINED: SAFEKEEPING
  DESCRIPTION:    BLACK LEATHER CASE, WITH BELT LOOPS.
DATE OF CUSTODY CHANGE: FEB 12, 1993  RELEASED BY: GODFREY,CHRISTOPHER
  RECEIVED BY: BAUER,WALTER
  PURPOSE OF CHANGE: PLACEMENT IN EVIDENCE LOCKER
  ITEM NUMBER'S INVOLVED: 1,2
  RECORD STATUS: OPEN

```

Police Chief Menu
Evidence/Property Menu
Make Evidence Sensitive

This option allows the user to designate an Evidence/Property Custody Record as sensitive or non-sensitive. A “sensitive” record can only be viewed by those staff members assigned the ESP CHIEF security key.

Example

Select ESP EVIDENCE RECORD NUMBER: **93-008**

This evidence record is now sensitive.

Select ESP EVIDENCE RECORD NUMBER: **93-008**

This evidence record is now sensitive

Do you wish to make it non sensitive? **Yes**

This evidence record is now non sensitive.

Police Chief Menu
Evidence/Property Menu
Print All Evidence/Property Records

This option allows the user to print a list of all Evidence/Property Custody Records within the file or just those for a specific time period. The print will display all records regardless of their status.

Example

To receive correct print format, select a 132 character device!

START WITH RECORD NUMBER: FIRST// <RET>
DEVICE: A100 RIGHT MARGIN: 132// <RET>

```
ALL EVIDENCE RECORDS                FEB 12,1993  09:13    PAGE 1

RECORD          REASON          RECORD
NUMBER  DATE/TIME OBTAINED ITEM NAME OBTAINED  OWNER          FINAL DISPOSITION STATUS
-----
92-030  JAN 3, 1993  0030  BEER      EVIDENCE    JONES,CHRIS T.  DESTROYED      CLOSED
92-035  FEB 1, 1993  0730  KNIFE     SAFEKEEPING JONES,FRANK     PENDING        OPEN
92-045  FEB 3, 1993  0900  CLOTHES   SAFEKEEPING GOOFY,CHRIS     DESTROYED      CLOSED
92-051  MAR 1, 1993  0730  WALLET    FOUND       LEONARD,RALPH   DESTROYED      CLOSED
93-001  MAR 3, 1993  0900  MARIJU    FOUND       DUCK,Sam        DESTROYED      CLOSED
93-002  MAR 7, 1993  1630  ITEM 1    FOUND       JONES,CHRIS T.  PENDING        OPEN
          MAR 7, 1993  1630  ITEM 2    EVIDENCE    JONES,CHRIS T.  DESTROYED      CLOSED
93-003  MAR 9, 1993  2130  WATCH    SAFEKEEPING THIS,TEST       PENDING        OPEN
93-004  APR 1, 1993  1430  KNIFE     SAFEKEEPING JOHNSON,RALPH   PENDING        OPEN
          APR 1, 1993  1430  KNIFE     SAFEKEEPING JOHNSON,RALPH   PENDING        OPEN
93-005  APR 3, 1993  0200  KNIFE     EVIDENCE    PATRICK,GARY    DESTROYED      CLOSED
93-006  APR 5, 1993  1130  KNIFE     SAFEKEEPING CROOK,IMA       PENDING        OPEN
93-007  APR 7, 1993  1400  PURSE     FOUND       PENDING        OPEN
93-008  MAY 9, 1993  1730  PISTOL    EVIDENCE    CROOK,IMA       PENDING        OPEN
          MAY 9, 1993  1730  COCAINE   EVIDENCE    CROOK,IMA       PENDING        OPEN
93-009  JUN 1, 1993  0900  ALCOHOL   EVIDENCE    JOSHUA,JO A     DESTROYED      CLOSED
93-010  JUN 9, 1993  2330  ROACH     EVIDENCE    JOSHUA,RYAN     DESTROYED      CLOSED
```

Police Chief Menu
Evidence/Property Menu
Print Open Evidence/Property Records

This option allows police staff to print a list of Evidence/Property Custody Records with a record status of OPEN.

Example

To receive correct print format, select a 132 character device!

DEVICE: **A100** RIGHT MARGIN: 132// **<RET>**

```
OPEN EVIDENCE RECORDS                      FEB 12,1993  09:13    PAGE 1

RECORD                                     REASON                                     RECORD
NUMBER  DATE/TIME OBTAINED  ITEM NAME OBTAINED      OWNER      FINAL DIS POSITION STATUS
-----
92-035  FEB 1, 1993  0730  KNIFE      SAFEKEEPING  JONES,FRANK  PENDING      OPEN
93-002  MAR 7, 1993  1630  ITEM 1     FOUND        JONES,CH RIS T.  PENDING      OPEN
93-003  MAR 9, 1993  2130  WATCH     SAFEKEEPING  THIS,TEST      PENDING      OPEN
93-004  APR 1, 1993  1430  KNIFE      SAFEKEEPING  JOHNSON,RALPH  PENDING      OPEN
          APR 1, 1993  1430  KNIFE      SAFEKEEPING  JOHNSON,RALPH  PENDING      OPEN
93-006  APR 5, 1993  1130  KNIFE      SAFEKEEPING  CROOK,IMA      PENDING      OPEN
93-007  APR 7, 1993  1400  PURSE      FOUND        CROOK,IMA      PENDING      OPEN
93-008  MAY 9, 1993  1730  PISTOL     EVIDENCE     CROOK,IMA      PENDING      OPEN
          MAY 9, 1993  1730  COCAINE    EVIDENCE     CROOK,IMA      PENDING      OPEN
```


Police Chief Menu
Package Management Menu

There are several files contained within the program that should only be altered sporadically once the package has been fully implemented. This is accomplished through the options in this module.

Some of these options will also appear on the Police Supervisor's menu under the Supervisor Functions menu.

Police Chief Menu

Package Management Menu

Activity Code Add/Edit

This option allows for the entry of additional activity codes. This is essential for the monitoring of site-specific work activities that need to be tracked, in addition to those initially provided by the program. This is a management level option which should not be accessible to all users.

The primary activity codes used on the last version of the Staffing Guidelines have been included with the program. In order to more accurately track work load activities, it might be necessary for the Police Chief to break down the primary classifications into more specific work activities.

Example

```
Select ESP ACTIVITY CODES NAME: BUILDING CHECKS
ARE YOU ADDING 'BUILDING CHECKS' AS
  A NEW ESP ACTIVITY CODES (THE 43TH)? Y (YES)
ESP ACTIVITY CODES CODE NUMBER: 305A
```

```
NAME: BUILDING CHECKS// <RET>
CODE NUMBER: 305A// <RET>
MINUTES: <RET>
```

```
Select ESP ACTIVITY CODES NAME: ALARM RESPONSES
ARE YOU ADDING 'ALARM RESPONSES' AS
  A NEW ESP ACTIVITY CODES (THE 44TH)? Y (YES)
ESP ACTIVITY CODES CODE NUMBER: 305B
```

```
NAME: ALARM RESPONSES// <RET>
CODE NUMBER: 305B// <RET>
MINUTES: <RET>
```

```
Select ESP ACTIVITY CODES NAME: SECURITY ESCORTS
ARE YOU ADDING 'SECURITY ESCORTS' AS
  A NEW ESP ACTIVITY CODES (THE 45TH)? Y (YES)
ESP ACTIVITY CODES CODE NUMBER: 305C
```

```
NAME: SECURITY ESCORTS// <RET>
CODE NUMBER: 305C// <RET>
MINUTES: <RET>
```

Police Chief Menu
Package Management Menu
Activity Code Add/Edit

Select ESP ACTIVITY CODES NAME: **MISSING PATIENTS/GRID SEARCHES**
ARE YOU ADDING 'MISSING PATIENTS/GRID SEARCHES' AS
A NEW ESP ACTIVITY CODES (THE 46TH)? **Y** (YES)
ESP ACTIVITY CODES CODE NUMBER: **555A**

NAME: MISSING PATIENT/GRID SEARCHES// **<RET>**
CODE NUMBER: 555A// **<RET>**
MINUTES: **<RET>**

Select ESP ACTIVITY CODES NAME: **MISSING PATIENTS/ON GROUNDS**
ARE YOU ADDING 'MISSING PATIENTS/ON GROUNDS' AS
A NEW ESP ACTIVITY CODES (THE 47TH)? **Y** (YES)
ESP ACTIVITY CODES CODE NUMBER: **555A**

NAME: MISSING PATIENTS/ON GROUNDS Replace **<RET>**
CODE NUMBER: 555A// **<RET>**
MINUTES: **<RET>**

Select ESP ACTIVITY CODES NAME: **MISSING PATIENTS/OFF GROUNDS**
ARE YOU ADDING 'MISSING PATIENTS/OFF GROUNDS' AS
A NEW ESP ACTIVITY CODES (THE 48TH)? **Y** (YES)
ESP ACTIVITY CODES CODE NUMBER: **555B**

NAME: MISSING PATIENTS/OFF GROUNDS Replace **<RET>**
CODE NUMBER: 555B// **<RET>**
MINUTES: **<RET>**

Police Chief Menu
Package Management Menu
Disposition Code Add/Edit

This option allows adding or editing disposition codes which apply to several entry modules. This is a management level option and should not be accessible to all users.

The disposition codes listed below are those which have been selected by the Security and Law Enforcement program directors, VACO, as the codes preferred for program use. Local police chiefs should not add any additional codes unless directed to do so.

ADMINISTRATIVE ACTION PENDING
CHARGED
CHARGES PENDING
CLINICAL ACTION PENDING
DISMISSED
GUILTY/FINED
GUILTY/IMPRISONED & FINED
GUILTY/IMPRISONMENT
GUILTY/INCREASED FINE
GUILTY/PROBATION
NOT GUILTY
OPEN/CVB
OPEN/FAILED TO APPEAR
OPEN/ISSUED WARRANT
OPEN/REFERRED TO COURT
OPEN/REQUESTED WARRANT
PROBATION BEFORE VERDICT
REFERRED/JUVENILE SERVICES
REFERRED/LAW ENFORCEMENT AGENCY
VOID
WARNED

Example

Select ESP DISPOSITION CODES NAME: **OPEN/FOLLOW-UP REQUIRED**
ARE YOU ADDING 'OPEN/FOLLOW-UP REQUIRED' AS
A NEW DISPOSITION CODES (THE 26TH)? **YES**
NAME: OPEN/FOLLOW-UP REQUIRED Replace **<RET>**
OFFENSE (Y/N) **YES**
VIOLATIONS (Y/N) **<RET>**

Police Chief Menu

Package Management Menu

Master Name Add/Edit

This option allows direct entry of names into the ESP MASTER NAME INDEX file (#910) and editing of existing entries. This is a management level option and should not be accessible to all users.

You can enter section numbers, separated by commas to select more than one section for editing.

Example

NAME: JOHNSON,DWAYNE DAVID 223457893 04-03-57 EMPLOYEE

This name is already in the Master Name Index file.

Name: JOHNSON,DWAYNE DAVID SSN: 223457893
DOB: APR 3,1957 SEX: M RACE: CAUCASIAN

Is this the correct one? **YES**

Do you want to edit this record? NO// **YES**

1) Name: JOHNSON,DWAYNE DAVID SSN: 223457893 DOB: APR 03, 1957 SEX: M RACE: CAUCASIAN Category: E Driver's License #: 1444338383 State: MASSACHUSETTS	2) Height: 6-00 Weight: 195 Hair Color: BROWN Eye Color: BLUE Skin Tone: FAIR Scars/Marks:
3) Service: AMBULATORY CARE ID Badge: Show More? YES//	
4) Place of Employment: Address: Address [Line 2]: City: State: Zip: Office Phone: X437 Show More? YES// <RET>	5) Home Address: 137 OLD HOME PLACE Home Address [Line 2]: BOX 234 City: ANYWHERE State: MASSACHUSETTS Zip: 23478 Home Phone: 530-234-1897
6) Alias: <RET>	
7) Remarks: <RET>	

Enter: **<RET>** to continue or 1-7 to edit: **1,2,4**

Police Chief Menu
Package Management Menu
Master Name Add/Edit

NAME: JOHNSON,DWAYNE DAVID Replace
SOCIAL SECURITY NUMBER: 223457893// <RET>
DOB: APR 3,1957// **MAY 3,1957**
SEX: MALE// <RET>
RACE: CAUCASIAN// <RET>
CATEGORY: EMPLOYEE// <RET>
DRIVER'S LICENSE #: 1444338383// <RET>
STATE OF ISSUE: MASSACHUSETTS// <RET>
HEIGHT: 6-00// <RET>
WEIGHT: 195// **200**
HAIR COLOR: BROWN// <RET>
EYE COLOR: BLUE// <RET>
SKIN TONE: FAIR// <RET>
SCARS/MARKS: <RET>
PLACE OF EMPLOYMENT: <RET>
STREET ADDRESS [WORK]: <RET>
STREET ADDRESS [LINE 2] [WORK]: <RET>
CITY [WORK]: <RET>
STATE [WORK]: **TX**
ZIP [WORK]: **34561**
OFFICE PHONE: X437// <RET>

Editing completed.

Do you want to review again? YES// **No**

Police Chief Menu

Package Management Menu

Offense Code Add/Edit

This option allows the addition or editing of offense codes. This is a management level option and should not be accessible to all users.

It is recommended that you begin your locally added codes with Print #100. In order to have the criminal statute listing print in a sequential order, (based on statute) you should enter a number of your choice. The file, as provided at time of release, is numbered as follows.

Print #'s 1-47 at VA 1.218(b)'s

Print #'s 47-77 are 18 USC

Print #'s 78-81 are 21 USC

Since you can be populating this file with codes and ordinances from VAMC regulations, city, county, and state criminal statutes, you can choose to wait until a later time to be concerned with the Print # field. When you have reached the point that you feel your file is complete, you can then determine number ranges to be entered for each source of criminal offense code.

Example

```
Select ESP OFFENSE CODES SHORT NAME:  DISTURBING THE PEACE
ARE YOU ADDING 'DISTURBING THE PEACE' AS
  A NEW ESP OFFENSE CODES (THE 82ND)?  Y    (YES)
  ESP OFFENSE CODES STATUTE:  331.7  TX
  ESP OFFENSE CODES SECTION:  32
NAME:  DISTURBING THE PEACE    Replace <RET>
STATUTE: 331.7 TX// <RET>
SECTION: 32// <RET>
PRINT #: <RET>
CLASSIFICATION: C  CRIMINAL
DEFINITION:
  1>Any person(s) conducting activities in a public place, and such
  2>activities cause other person(s) within a reasonable distance to
  3>be disturbed, bothered or may otherwise interfere with their
  4>reasonable standard of living, is deemed to be in violation of
  5>this State of Texas ordinance. Any person found guilty of this
  6>ordinance may be subjected to a fine not to exceed $250.00 and a
  7>jail term not to exceed 30 days. Repeat offenders may be subject
  8>to a fine not to exceed $1,000.00 and a jail term not to exceed
  9>one year.
 10><RET>
EDIT Option: <RET>
```

Police Chief Menu
Package Management Menu
Police Officer Add/Edit

This option allows adding or editing police officer information into the NEW PERSON file (#200). The police officer's name must already exist in the NEW PERSON file. This is a management level function and should not be accessible to all users.

Each police officer added to this file must also be assigned the ESP POLICE security key. This key controls whether this individual can be selected as Investigating Officer, Follow-Up Officer, Issuing Officer, etc., throughout the various Police & Security modules. When a VA police officer transfers, retires, or terminates employment, the ESP POLICE security key should be removed.

Do not delete the individual's name or badge number from the record.

Example

Select NEW PERSON NAME: JONES,RANDOLPH JAMES
NAME: JONES,RANDOLPH JAMES// <RET>
BADGE NUMBER: 1823
RANK: PATROL OFFICER

Police Chief Menu
Package Management Menu
Police Records Information
Inquire to Police Files
Print from Police Files

The Police Records Information options include a restricted-access version of the VA FileManager Inquire and Print options. The Inquire to Police Files and Print from Police Files options allow access only to the files contained within Police & Security. Sites might utilize these options to conduct a single file entry inquiry or request a report of statistical data.

This option is locked with the ESP CHIEF security key and will not appear on the menu if you do not have this key.

Example 1 - Inquire to Police Files option

```
OUTPUT FROM WHAT VA POLICE FILE: 910  ESP MASTER NAME INDEX
Select ESP MASTER NAME INDEX: SWIFT,JAMES      222000111      07-04-72
EMPLOYEE
ANOTHER ONE: <RET>
STANDARD CAPTIONED OUTPUT? YES// <RET>
DISPLAY COMPUTED FIELDS? NO// <RET>
```

NAME: SWIFTY,JAMES
DOB: JUL 4, 1972

SOCIAL SECURITY NUMBER: 222000111
CATEGORY: EMPLOYEE

Police Chief Menu
Package Management Menu
Police Records Information
Inquire to Police Files
Print from Police Files

Example 2 - Print from Police Files option

OUTPUT FROM WHAT VA POLICE FILE: 910.8 ESP EVIDENCE
SORT BY: RECORD NUMBER// <RET>
START WITH RECORD NUMBER: FIRST// <RET>
FIRST PRINT FIELD: RECORD NUMBER
THEN PRINT FIELD: UOR NUMBER
THEN PRINT FIELD: RECORD STATUS
THEN PRINT FIELD: <RET>
HEADING: ESP EVIDENCE LIST// <RET>
DEVICE: <RET> LAN RIGHT MARGIN: 80// <RET>

ESP EVIDENCE LIST	JUL 6,1993 11:04	PAGE 1
RECORD		
NUMBER	UOR NUMBER	STATUS
92-007	302251030	OPEN
93-001	302261602	CLOSED
93-002	302251030	CLOSED
93-003	302271000	OPEN
93-004	302121000	OPEN
93-005	304230800	OPEN
93-006	304280800	OPEN
93-007	304290800	CLOSED
93-008	304300948	CLOSED
93-009	302240830	OPEN
93-010	305041309	CLOSED
93-011	305031000	OPEN
93-012	305041400	OPEN
93-013	305121247	OPEN
93-015	305121247	OPEN
93-111	305121030	OPEN
93-112	305121100	CLOSED
93-115	30 2251030	CLOSED

Police Chief Menu

Package Management Menu

Selectables Add/Edit

The ESP SELECTABLES file is used to screen replies to various prompts throughout the package. Entering YES to any of the questions allows the reply to be chosen as an answer to certain prompts, as indicated. This is a management level option and should not be accessible to all users.

Example

```
Select ESP SELECTABLES NAME: SMITH & WESSON
NAME: SMITH & WESSON// <RET>
TYPE: MAKE
CODE: S&W
HAIR COLOR (Y/N): <RET>
EYE COLOR (Y/N): <RET>
VEHICLE COLOR (Y/N): <RET>
BICYCLE COLOR (Y/N): <RET>
PET COLOR (Y/N): <RET>
DECAL COLOR (Y/N): <RET>
VEHICLE MAKE (Y/N): <RET>
BICYCLE MAKE (Y/N): <RET>
WEAPON MAKE (Y/N): YES
```

Police Chief Menu Quick Name Check

The Quick Name Check option allows the user to do a quick inquiry into the Police files to determine if any information exists on a specific individual. This is particularly beneficial when police officers are asked to respond to an incident and need to know who they will be approaching.

The option will sort through the ESP MASTER NAME INDEX file (#910), ESP POLICE REGISTRATION LOG file (#910.2), ESP EVIDENCE file (#910.8), ESP OFFENSE REPORT file (#912), ESP WANTS & WARRANTS file (#913), and ESP VIOLATIONS file (#914) and provide a listing of every record containing the name entered. Data fields that do not contain information will not be displayed.

Following is a brief explanation of Quick Name Check entries.

VEHICLE REGISTRATION - 456 BLACK

456 = Issued Decal Number

Black = Color of Issued Decal

VIOLATION- SEP 1,1992@09:00 SPITTING ON PROPERTY

SEP 1,1992@09:00 = Date/Time of Offense

SPITTING ON PROPERTY = Offense Committed

OFFENSE REPORT - Indicates the person's involvement, Uniform Offense Report (UOR) Number, and Crime Classification assigned to the report.

WANT OR WARRANT 1801 A

1801 = Warrant or document number

A = Active I = inactive

EVIDENCE RECORD NUMBER 93-011 C

93-011 = Evidence Record Number

C = Closed O = Open

MASTER NAME INDEX RECORD

Contains basic demographic data on each person entered into any DVA police record (i.e., name, date of birth, home address).

Police Chief Menu Quick Name Check

Example

Select Name: **JOHNSON,DWA** YNE DAVID 223457893 04-03-57 EMPLOYEE
SEX: M RACE: CAUCASIAN

1. VEHICLE REGISTRATION - 456 BLACK
2. VEHICLE REGISTRATION - 1235 RED
3. VIOLATION- SEP 1,1992@09:00 SPITTING ON PROPERTY
4. VIOLATION- DEC 15,1992@10:00 SPITTING ON PROPERTY
5. VIOLATION- FEB 15,1993@10:00 SPEEDING/ BY UP TO 20 MPH
6. OFFENSE OFFENDER- 302221005 ASSAULT/AGGRAVATED
7. OFFENSE OFFENDER- 302230900 DISTURBANCE/DISORDERLY CONDUCT
8. WANT OR WARRANT 1801 A
9. EVIDENCE RECORD NUMBER 93-011 C
10. MASTER NAME INDEX RECORD

Select a number for viewing: : (1-10): **1**

DEVICE: HOME// **<RET>** LAN

VA TAG ID: 456	DECAL COLOR: BLUE
OWNER NAME: JOHNSON,DWAYNE DAVID	REGISTRATION TYPE: VEHICLE
DATE ASSIGNED: JAN 25, 1993	LICENSE TAG #: ABC869
STATE: MASSACHUSETTS	VEHICLE MAKE: OLDSMOBILE
VEHICLE MODEL: DELTA 88	VEHICLE STYLE: 4 DOOR HARDTOP
VEHICLE COLOR: BEIGE	YEAR OF MANUFACTURE: 1984
ASSIGNED PARKING SPACE: 1267	
REMARKS: CUSTOMIZED VEHICLE	

Police Chief Menu
Criminal Statute Info Menu

The primary menus assigned throughout this package have the ability to look at or print any criminal offense code and its definition contained within the ESP OFFENSE CODES file (#915). This file is referenced by any “offense committed” question. Its use was expanded to include on-line lookup to determine the legal wording of each particular criminal offense. It will be necessary for each facility to add any local medical center, city, county or state ordinances under which they can place criminal charges to the ESP OFFENSE CODES file.

Police Chief Menu
Criminal Statute Info Menu
Criminal Statute Lookup

The Criminal Statute Lookup option allows the user to lookup individual offense statutes. Information includes statute number and the definition of the statute.

Example

Select ESP OFFENSE CODES NAME: **ARSON** 18 USC 81

DEVICE: **<RET>** LAN RIGHT MARGIN: 80// **<RET>**

ARSON 18 USC 81
Whoever, within the special maritime and territorial jurisdiction of the United States, willfully and maliciously sets fire to or burns, or attempts to set fire to or burns any building, structure, or vessel, any machinery or building materials or supplies, military or naval stores, munitions of war, or any structural aids or appliances for navigation or shipping, shall be fined not more than \$1,000 or imprisoned not more than five years, or both. If the building be a dwelling or if the life of any person be placed in jeopardy, he shall be fined not more than \$5,000 or imprisoned not more than twenty years, or both.

Police Chief Menu
Criminal Statute Info Menu
Print Criminal Statute List

The Print Criminal Statute List option allows a complete printout of all offense code definitions contained within the ESP OFFENSE CODES file (#915). The option is locked with the ESP CHIEF security key.

Example

Select Criminal Statute Info Option: **PCS** Print Criminal Statute List
DEVICE: **<RET>** LAN RIGHT MARGIN: 80// **<RET>**

IMPROPER DISPOSAL	1.218(b) VA REG	1
Improper disposal of rubbish on property.		
SPITTING ON PROPERTY	1.218(b) VA REG	2
Spitting on property.		
THROWING OF ARTICLES	1.218(b) VA REG	3
Throwing of articles from a building or the unauthorized climbing upon a part of a building.		
WILLFUL DESTRUCTION	1.218(b) VA REG	4
Willful destruction, damage, or removal of Government property without authorization.		
DEFACEMENT	1.218(b) VA REG	5
Defacement, destruction, mutilation or injury to, or removal or disturbance of, grave marker or headstone.		
FAILURE TO COMPLY WITH SIGNS	1.218(b) VA REG	6
Failure to comply with signs of a directive and restrictive nature posted for safety purposes.		
TAMPERING WITH	1.218(b) VA REG	7
Tampering with, removal, marring, or destruction of posted signs .		
ENTRY INTO AREAS POSTED	1.218(b) VA REG	8
Entry into areas posted as closed to the public or other trespass.		
UNAUTHORIZED DEMONSTRATION	1.218(b) VA REG	9
Unauthorized demonstration or service in a national cemetery or on other VA property.		
DISTURBING A BURIAL CEREMONY	1.218(b) VA REG	10
Creating a disturbance during a burial ceremony.		

Police Chief Menu
Criminal Statute Info Menu
Print Criminal Statute List

DISORDERLY CONDUCT	1.218(b) VA REG	11
Disorderly conduct which creates loud, boisterous, and unusual noise, or which obstructs the normal use of entrances, exits, foyers, offices, corridors, elevators, and stairways or which tends to impede or prevent the normal operation of a service or operation of the facility.		
FAILURE TO DEPART	1.218(b) VA REG	12
Failure to depart premises by unauthorized persons.		
UNAUTHORIZED LOITERING	1.218(b) VA REG	13
Unauthorized loitering, sleeping or assembly on property.		
GAMBLING	1.218(b) VA REG	14
Gambling- participating in games of chance for monetary gain or personal property; the operation of gambling devices, a pool or lottery; or taking or giving of bets.		
DRIVING UNDER THE INFLUENCE	1.218(b) VA REG	15
Operation of a vehicle under the influence of alcoholic beverages or narcotic drugs, hallucinogens, marijuana, barbiturates or amphetamines.		
UNDER THE INFLUENCE	1.218(b) VA REG	16
Entering premises under the influence of alcoholic beverages or non prescribed narcotic drugs, hallucinogens, marijuana, barbiturates or amphetamines.		
UNAUTHORIZED USE	1.218(b) VA REG	17
Unauthorized use on property of alcoholic beverages or narcotic drugs, hallucinogens, marijuana, barbiturates, or amphetamines.		
UNAUTHORIZED INTRODUCTION	1.218(b) VA REG	18
Unauthorized introduction on VA controlled property of alcoholic beverages or narcotic drugs, hallucinogens, marijuana, barbiturates, or amphetamines or the unauthorized giving of same to a patient or beneficiary.		
UNAUTHORIZED SOLICITATION	1.218(b) VA REG	19
Unauthorized solicitation of alms and contributions on premises.		
COMMERCIAL SOLICITING	1.218(b) VA REG	20
Commercial soliciting or vending, or the collection of private debts on property.		
DISTRIBUTION OF PAMPHLETS	1.218(b) VA REG	21
Distribution of pamphlets, handbills, and flyers.		
DISPLAY OF PLACARDS	1.218(b) VA REG	22
Display of placards or posting of material on property.		
UNAUTHORIZED PHOTOGRAPHY	1.218(b) VA REG	23
Unauthorized photography on premises.		
NOT COMPLY W/ TRAFFIC DIR	1.218(b) VA REG	24
Failure to comply with traffic directions of VA police.		

Police Chief Menu
Criminal Statute Info Menu
Print Criminal Statute List

HANDICAP PARKING	1.218(b) VA REG	25
Parking in spaces posted as reserved for physically disabled persons.		
PARKING IN NO-PARKING AREAS	1.218(b) VA REG	26
Parking in no-parking areas, lanes, or crosswalks so posted or marked by yellow borders or yellow stripes.		
PARKING IN EMERGENCY SPACES	1.218(b) VA REG	27
Parking in emergency vehicle spaces, areas and lanes bordered in red or posted as EMERGENCY VEHICLES ONLY or FIRE LANE, or parking within 15 feet of a fire hydrant.		
PARKING/BLOCKING	1.218(b) VA REG	28
Parking within an intersection or blocking a posted vehicle entrance or posted exit lane.		
PARKING / RESERVED OR OVERTIME	1.218(b) VA REG	29
Parking in spaces posted as reserved or in excess of a posted time limit.		
FAILURE TO STOP AT STOP SIGN	1.218(b) VA REG	30
Failure to come to a complete stop at a STOP sign.		
FAILURE TO YIELD AT CROSSWALK	1.218(b) VA REG	31
Failing to yield to a pedestrian in a marked and posted crosswalk.		
WRONG WAY ON A ONE-WAY STREET	1.218(b) VA REG	32
Driving in the wrong direction on a posted one-way street.		
RECKLESS DRIVING	1.218(b) VA REG	33
Operation of a vehicle in a reckless or unsafe manner, too fast for conditions, drag racing, overriding curbs, or leaving the roadway.		
SPEEDING/ BY UP TO 10 MPH	1.218(b) VA REG	34
Exceeding posted speed limits by up to 10 mph.		
SPEEDING/ BY UP TO 20 MPH	1.218(b) VA REG	34
Exceeding posted speed limits by up to 20 mph.		
SPEEDING/ OVER 20 MPH	1.218(b) VA REG	34
Exceeding posted speed limits by over 20 mph.		
CREATING A DISTURBANCE	1.218(b) VA REG	35
Creating excessive noise in a hospital or cemetery zone by muffler cut out, excessive use of a horn, or other means.		
FAILURE TO YIELD RIGHT OF WAY	1.218(b) VA REG	36
Failure to yield right of way to other vehicles.		
POSSESSION OF FIREARMS	1.218(b) VA REG	37
Possession of firearms, carried either openly or concealed, whether loaded or unloaded (except by Federal or State law enforcement officers on official business).		

Police Chief Menu
Criminal Statute Info Menu
Print Criminal Statute List

INTRODUCTION OF FIREARMS	1.218(b) VA REG	38
Introduction or possession of explosives, or explosive devices which fire a projectile, ammunition, or combustibles.		
POSSESSION OF KNIVES	1.218(b) VA REG	39
Possession of knives which exceed a blade length of 3 inches; switchblade knives; any of the variety of hatchets, clubs, and hand-held weapons; or brass knuckles.		
POSS OF WEAPONS/LIQUID OR GAS	1.218(b) VA REG	40
The unauthorized possession of any of the variety of incapacitating liquid or gas-emitting weapons.		
UNAUTHORIZED USE OF KEYS	1.218(b) VA REG	41
Unauthorized possession, manufacture, or use of keys or barrier card -type keys to rooms or areas on the property.		
OPENING OF LOCKS	1.218(b) VA REG	42
The surreptitious opening, or attempted opening, of locks or card -operated barrier mechanisms on property.		
PROSTITUTION	1.218(b) VA REG	43
Soliciting for, or the act of, prostitution.		
UNLAWFUL SEXUAL ACTIVITY	1.218(b) VA REG	44
Any unlawful sexual activity.		
IMPROPER ACTIVITY ON CEMETERY	1.218(b) VA REG	45
Jogging, bicycling, sledding or any recreational physical activity conducted on cemetery grounds.		
ACCESSORY AFTER THE FACT	18 USC	3
Whoever, knowing that an offense against the United States has been committed, receives, relieves, comforts or assists the offender in order to hinder or prevent his apprehension, trial or punishment, is an accessory after the fact.		
MISPRISION OF FELONY	18 USC	4
Whoever, having knowledge of the actual commission of a felony by a court of the United States, conceals and does not as soon as possible make known the same to some judge or other person in civil or military authority under the United States, shall be fined not more than \$500 or imprisoned not more than three years, or both.		

Police Chief Menu
Criminal Statute Info Menu
Print Criminal Statute List

ASSIMILATIVE CRIMES STATUTE 18 USC 13

Whoever within or upon any of the places now existing or hereafter reserved or acquired as provided in section 7 of this title, is guilty of any act or omission which, although not made punishable by an enactment of Congress, would be punishable if committed or omitted within the jurisdiction of the State, Territory, Possession, or District in which such place is situated, by the laws thereof in force at the time of such act or omission, shall be guilty of a like offense and subject to a like punishment.

(Explanation of the Assimilative Crimes Statute and its Use)

a. The applicability of Section 13 of Title 18 (18 USC 13), or the Assimilative Crimes Statute, to law enforcement on VA property depends upon the type jurisdiction which the U.S. government exercises over the property on which the VA facility is located. The method of acquisition or the terms of agreement between the United States and the legislature of a state regarding the rights of the respective governments will result in one of three categories of Federal jurisdiction; exclusive, concurrent or proprietorial. As a general rule, where the U.S. government has only proprietorial jurisdiction the provisions of the Assimilative Crimes Statute are not applicable.

b. U.S. Attorneys frequently invoke the Assimilative Crimes Statute (18 USC 13) in pursuing prosecution of crimes on Federal reservations in those instances where the crime committed is more clearly a violation of a specific state statute. Whenever the Assimilative Crimes Statute is applied, the specific state statute must be cited along with the indication that it has been adopted as a Federal law in that instance. An example is a violation of New Jersey Statute 2A-170.77.8, Possession of Dangerous Drugs. When adopted and applied as an offense committed on Federal property it is written as:

"18 USC 13 NJ 2A-170-77.8 Possession of Dangerous Drugs"

To all Federal law enforcement officers and justice authorities working in the state of New Jersey this criminal citation readily indicates that the state offense of dangerous drug possession has been adopted as a Federal law under the Federal statute specifically established by the U.S. Congress. At a Federal reservation in the state of New Jersey where exclusive or concurrent jurisdiction is not possessed by the Federal government and where local (state) law enforcement authority prevails, the reference to 18 USC 13 is not necessary since the offender will be prosecuted through the state judicial process by local authorities.

Police Chief Menu
Criminal Statute Info Menu
Print Criminal Statute List

ARSON	18 USC	81
<p>Whoever, within the special maritime and territorial jurisdiction of the United States, willfully and maliciously sets fire to or burns, or attempts to set fire to or burn any building, structure, or vessel, any machinery or building materials or supplies, military or naval stores, munitions of war, or any structural aids or appliances for navigation or shipping, shall be fined not more than \$1,000 or imprisoned not more than five years, or both. If the building be a dwelling of if the life of any person be placed in jeopardy, he shall be fined not more than \$5,000 or imprisoned not more than twenty years, or both.</p>		
ASSAULT/RESIST/IMPEDE POLICE	18 USC	111
<p>Whoever forcibly assaults, resists, opposes, impedes, intimidates, or interferes with any person designated in section 1114 of this title while engaged in or on account of the performance of his official duties, shall be fined not more than \$5000 or imprisoned not more than three years, or both.</p> <p>Whoever, in the commission of any such acts uses a deadly or dangerous weapon, shall be fined not more than \$10,000 or imprisoned not more than ten years, or both.</p> <p>(18 USC 1114 - Whoever kills or attempts to kill any judge of the United States, any United States Attorney, ---, or any officer or employee of the Department of Veterans Affairs assigned to perform investigative or law enforcement functions. The inclusion of the VA Police in this section makes the mandates of 18 USC 111 applicable in those instances where a person assaults, resists or impedes a VA Police Officer in the performance of their duties.)</p>		
ASSAULT W/INTENT MURDER/RAPE	18 USC	113(A)
<p>Assault with intent to commit murder or rape, by imprisonment for not more than twenty years.</p>		
ASSAULT W/INTENT FELONY	18 USC	113(B)
<p>Assault with intent to commit any felony, except murder or rape, by fine of not more than \$3,000 or imprisonment for not more than ten years, or both.</p>		
ASSAULT WITH WEAPON	18 USC	113(C)
<p>Assault with a dangerous weapon, with intent to do bodily harm, and without just cause or excuse, by fine of not more than \$1,000 or imprisonment for not more than five years, or both.</p>		
ASSAULT WITHOUT WEAPON	18 USC	113(D)
<p>Assault by striking, beating, or wounding, by fine of not more than \$500 or imprisonment for not more than six months, or both.</p>		
SIMPLE ASSAULT	18 USC	113(E)
<p>Simple assault, by fine of not more than \$300 or imprisonment for not more than three months, or both.</p>		

Police Chief Menu
Criminal Statute Info Menu
Print Criminal Statute List

SERIOUS ASSAULT	18 USC	113(F)
Assault resulting in serious bodily injury, by fine of not more than \$10,000 or imprisonment for not more than ten years, or both.		

MAIMING	18 USC	114
<p>Whoever, within the special maritime and territorial jurisdiction of the United States, and with intent to maim or disfigure, cuts, bites, or slits the nose, ear, or lip, or cuts out or disables the tongue, or puts out or destroys an eye, or cuts off or disables a limb or any member of another person, or</p> <p>Whoever, within the special maritime and territorial jurisdiction of the United States, and with like intent, throws or pours upon another person, any scalding water, corrosive acid, or caustic substance---Shall be fined not more than \$25,000 and imprisoned not more than twenty years, or both.</p>		

CIVIL DISORDER 18 USC 231

(a)(1) Whoever teaches or demonstrates to any other person the use, application, or making of any firearm or explosive or incendiary device or technique capable of causing injury or death to persons, knowing or having reason to know or intending that the same will be unlawfully employed for use in, or in furtherance of a civil disorder which may in any way or degree obstruct, delay or adversely affect commerce or the movement of any article or commodity in commerce or the conduct or performance of any federally protected function; or (3) Whoever commits or attempts to commit any act to obstruct, impede, or interfere with any fireman or law enforcement officer lawfully engaged in the lawful performance of his official duties incident to and during the commission of a civil disorder which in any way or degree obstructs, delays, or adversely affects commerce or the movement of any article or commodity in commerce or the conduct or performance of any federally protected function;--Shall be fined not more than \$10,000 or imprisoned not more than five years, or both. (18 USC 232 - DEFINITIONS - The term "civil disorder" means any public disturbance involving acts of violence by assemblages of three or more persons, which causes an immediate danger of or results in damage or injury to the property or person of any other individual.

THEFT-GOVERNMENT PROPERTY 18 USC 641

Whoever embezzles, steals, purloins, or knowingly converts to his use or the use of another, or without authority, sells, conveys or disposes of any record, voucher, money, or thing of value of the United States or of any department or agency thereof, or any property made or being made under contract for the United States or any department or agency thereof, or whoever receives, conceals or retains the same with intent to convert it to his use or gain, knowing it to have been embezzled, stolen, purloined or converted --- Shall be fined not more than \$10,000 or imprisoned not more than ten years, or both; but if the value of such property does not exceed the sum of \$100, he shall be fined not more than \$1,000 or imprisoned not more than one year, or both. The word "value" means face, par or market value, or cost price, either wholesale or retail; whichever is greater.

Police Chief Menu
Criminal Statute Info Menu
Print Criminal Statute List

THEFT-PERSONAL PROPERTY 18 USC 661

Whoever, within the special maritime and territorial jurisdiction of the United States, takes and carries away, with intent to steal or purloin, any personal property of another, shall be punished as follows: If the property taken is of a value exceeding \$100, or is taken from the person of another, by a fine of not more than \$5,000, or imprisonment for not more than five years, or both; in all other cases by a fine of not more than \$1,000 or by imprisonment not more than one year, or both. If the property stolen consists of any evidence of debt, or other written instrument, the amount of money due thereon, or secured to be paid thereby and remaining unsatisfied, or which in any contingency might be collected thereon, or the value of the property the title to which is shown thereby, or the sum which might be recovered in the absence thereof, shall be the value of the property stolen.

RECEIVING STOLEN PROPERTY 18 USC 662

Whoever, within the special maritime and territorial jurisdiction of the United States, buys, receives, or conceals any money, goods, bank notes, or other thing which may be the subject of larceny, which has been feloniously taken, stolen, or embezzled, from any other person, knowing the same to have been so taken, stolen or embezzled, shall be fined not more than \$1,000 or imprisoned not more than three years, or both; but if the amount or value of thing so taken, stolen or embezzled does not exceed \$100, he shall be fined not more than \$1,000 or imprisoned not more than one year, or both.

OFFICER PERMITTING ESCAPE 18 USC 755

Whoever, having in his custody any prisoner by virtue of process issued under the laws of the United States by any court, judge, or commissioner, voluntarily suffers such prisoner to escape, shall be fined not more than \$2,000 or imprisoned not more than two years, or both; or if he negligently suffers such person to escape, he shall be fined not more than \$500 or imprisoned not more than one year, or both.

FALSIFICATION OF STATEMENTS 18 USC 1001

Whoever, in any matter within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies, conceals or covers up by an trick, scheme, or device a material fact, or makes any false, fictitious or fraudulent statements or representations, or makes or uses any false writing or document knowing the same to contain an false, fictitious or fraudulent statement or entry, shall be fined not more than \$10,000 or imprisoned not more than five years, or both.

Police Chief Menu
Criminal Statute Info Menu
Print Criminal Statute List

BUYING/RECEIVING U.S. PROPERTY 18 USC 1024

Whoever purchases, or receives in pledge from any person any arms, equipment, ammunition, clothing, military stores, or other property furnished by the United States under a clothing allowance or otherwise, to any member of the Armed Forces of the United States or of the National Guard or Naval Militia, or to any person accompanying, serving, or retained with the land or naval forces and subject to military or naval law, or to any former member of such Armed Forces at or by any hospital, home, or facility maintained by the United States, having knowledge or reason to believe that the property has been taken from the possession of or furnished by the United States under such allowance, or otherwise, shall be fined not more than \$500 or imprisoned not more than two years, or both.

MURDER 18 USC 1111

(a) Murder is the unlawful killing of a human being with malice aforethought. Every murder perpetrated by poison, lying in wait, or any other kind of willful, deliberate, malicious, and premeditated killing; or committed in the perpetration of, or attempt to perpetrate, any arson, escape, murder, kidnapping, treason, espionage, sabotage, rape, burglary, or, robbery; or perpetrated from a premeditated design unlawfully and maliciously to effect the death of any human being other than him who is killed, is murder in the first degree. Any other murder is murder in the second degree.

(b) Within the special maritime and territorial jurisdiction of the United States. Whoever is guilty of murder in the first degree, shall suffer death unless the jury qualifies its verdict by adding thereto "without capital punishment", in which event he shall be sentenced to imprisonment for life. Whoever is guilty of murder in the second degree, shall be imprisoned for any term of years or for life.

MANSLAUGHTER 18 USC 1112

(a) Manslaughter is the unlawful killing of a human being without malice. It is of two kinds:

Voluntary - Upon a sudden quarrel or heat of passion.

Involuntary - In the commission of an unlawful act not amounting to a felony, or in the commission in an unlawful manner, or without due caution and circumspection, of a lawful act which might produce death. (b) Within the special maritime and territorial jurisdiction of the United States. Whoever is guilty of voluntary manslaughter, shall be imprisoned not more than ten years. Whoever is guilty of involuntary manslaughter, shall be fined not more than \$1,000 or imprisoned not more than three years, or both.

ATTEMPTED MURDER/MANSLAUGHTER 18 USC 1113

Except as provided in section 113 of this title, whoever, within the special maritime and territorial jurisdiction of the United States, attempts to commit murder or manslaughter, shall be fined not more than \$1,000 or imprisoned not more than three years, or both.

Police Chief Menu
Criminal Statute Info Menu
Print Criminal Statute List

DAMAGE GOVERNMENT PROPERTY 18 USC 1361

Whoever willfully injures or commits any depredation against any property of the United States, or of any department or agency thereof, or any property which has been or is being manufactured or constructed for the United States, or any department or agency thereof, shall be punished as follows: If the damage to such property exceeds the sum of \$100, by a fine of not more than \$10,000 or imprisonment for not more than ten years, or both; if the damage to such property does not exceed the sum of \$100, by a fine of not more than \$1,000 or by imprisonment for not more than one year, or both.

DAMAGE GOVERNMENT BUILDINGS 18 USC 1363

Whoever, within the special maritime and territorial jurisdiction of the United States, willfully and maliciously destroys or injures or attempts to destroy or injure any building, structure or vessel, any machinery or building materials and supplies, military or naval stores, munitions of war or any structural aids or appliances for navigation or shipping, shall be fined not more than \$1,000 or imprisoned not more than five years, or both, and if the building be a dwelling, or the life of any person be placed in jeopardy, shall be fined not more than \$5,000 or imprisoned not more than twenty years, or both.

ROBBERY-PERSONAL PROPERTY 18 USC 2111

Whoever, with the special maritime and territorial jurisdiction of the United States by force and violence, or by intimidation, takes from the person or presence of another anything of value, shall be imprisoned not more than fifteen years.

ROBBERY-GOVERNMENT PROPERTY 18 USC 2112

Whoever robs another of any kind or description of personal property belonging to the United States, shall be imprisoned not more than fifteen years.

AGGRAVATED SEXUAL ASSAULT 18 USC 2241

(a) By force or threat--Whoever, in the special maritime and territorial jurisdiction of the United States or in a Federal prison, knowingly causes another person to engage in a sexual act--

(1) by force against that other person, or

(2) by threatening or placing that other person in fear that any person will be subjected to death, serious bodily injury, or kidnapping; or attempts to do so, shall be fined under this title, imprisoned for any term of years of life, or both. (b) By other means--Whoever, in the special maritime and territorial jurisdiction of the United States or in a Federal prison, knowingly--

(1) renders another person unconscious and thereby engages in a sexual act with that other person, or

(2) administers to another person by force or threat of force, or without the knowledge or permission of that person, a drug, intoxicant, or other similar substance and thereby--

(A) substantially impairs the ability of that other person to appraise or control conduct, and

(B) engages in a sexual act with that other person; or attempts to do so, shall be fined under this title, imprisoned for any term of years of life, or both.

Police Chief Menu
Criminal Statute Info Menu
Print Criminal Statute List

2242

Whoever, in the special maritime and territorial jurisdiction of the United States or in a Federal prison, knowingly--

(1) causes another person to engage in a sexual act by threatening or placing that other person in fear (other than by threatening or placing that other person in fear that any person will be subjected to death, serious bodily injury, or kidnapping); or

(2) engages in a sexual act with another person if that other person is--

(A) incapable of appraising the nature of the conduct; or

(B) physically incapable of declining participation in, or communicating unwillingness to engage in, that sexual act; or attempts to do so, shall be fined, under this title, imprisoned not more than 20 years, or both.

2244

(a) Sexual conduct in circumstances where sexual acts are punished by this chapter--Whoever, in the special maritime and territorial jurisdiction of the United States or in a Federal prison, knowingly engages in or causes sexual contact with or by another person, if so to do would violate --

(1) section 2241 of this title had the sexual contact been a sexual act, shall be fined under this title, imprisoned not more than five years, or both;

(2) section 2242 of this title had the sexual contact been a sexual act, shall be fined under this title, imprisoned not more than three years, or both; (b) In other circumstances--Whoever, in the special maritime and territorial jurisdiction of the United States or in a Federal prison, knowingly engages in sexual contact with another person without that other person's permission shall be fined not more than \$5,000, imprisoned not more than six months, or both.

2245

As used in this chapter--

(1) the term "sexual act" means--

(A) contact between the penis and the vulva or the penis and the anus, and for purposes of this subparagraph contact involving the penis occurs upon penetration, however slight;

(B) contact between the mouth and the penis, the mouth and the vulva, or the mouth and the anus; or

(C) the penetration, however slight, of the anal or genital opening of another by hand or finger or by any object, with an intent to abuse, humiliate, harass, degrade, or arouse or gratify the sexual desire of any person; and

(2) the term "sexual contact" means the intentional touching, either directly or through the clothing, of the genitalia, anus, groin, breast, inner thigh, or buttocks of any person with an intent to abuse, humiliate, harass, degrade, or arouse or gratify the sexual desire of any person.

Police Chief Menu
Criminal Statute Info Menu
Print Criminal Statute List

PROHIBITED ACTS A	21 USC	841
-------------------	--------	-----

UNLAWFUL ACTS: (a) Except as authorized by this subchapter, it shall be unlawful for any person knowingly or intentionally----

- (1) to manufacture, distribute, or dispense, or possess with intent to manufacture, distribute, or dispense, a controlled substance; or
- (2) to create, distribute, or dispense, or possess with intent to distribute or dispense, a counterfeit substance.

(For detailed penalties, refer to 21 USC 841.)

PROHIBITED ACTS C	21 USC	843
-------------------	--------	-----

UNLAWFUL ACTS: (a) It shall be unlawful for any person knowingly or intentionally----

- (3) to acquire or obtain possession of a controlled substance by misrepresentation, fraud, forgery, deception, or subterfuge; (c) Any person who violates this section shall be sentenced to a term of imprisonment of not more than four years, a fine of not more than \$30,000 or both, except that if any person commits such a violation after one or more prior convictions of him for violation of this section, or for a felony under any other provision of this subchapter or subchapter II of this chapter or other law of the United States relating to narcotic drugs, marijuana, or depressant or stimulant substances, have become final, such person shall be sentenced to a term of imprisonment of not more than eight years, a fine of not more than \$60,000 or both.

POSSESS CONTROLLED SUBSTANCE	21 USC	844
------------------------------	--------	-----

(a) It shall be unlawful for any person knowingly or intentionally to possess a controlled substance unless such substance was obtained directly, or pursuant to a valid prescription or order, from a practitioner, while acting in the course of his professional practice, or except as otherwise authorized by this subchapter or subchapter II of this chapter. Any person who violates this subsection shall be sentenced to a term of imprisonment of not more than one year, a fine of not more than \$5,000, or both, except that if he commits such offense after a prior conviction or convictions under this subsection have become final, he shall be sentenced to a term of imprisonment of no more than two years, a fine of not more than \$10,000, or both.

DISTRIBUTION TO <AGE 21 21 USC 845

(a) Any person at least eighteen years of age who violates section 841(a)(1) of this title by distributing a controlled substance to a person under twenty-one years of age is (except as provided in subsection (b) of this section) punishable by (1) a term of imprisonment, or a fine, or both, up to twice that authorized by section 841 (b) of this title and (2) at least twice any special parole term authorized by section 841 (b) of this title, for a first offense involving the same controlled substance and schedule.

Police Chief Menu

Training Records Menu

The Training Records Module is used to store and retrieve data on training received during a police officer's employment history. The records are sorted by police officer, type of training, subject matter, and minutes of training received. The software automatically converts minutes of training received into hours.

Police Chief Menu
Training Records Menu
All Officers Record Print

The All Officers Record Print option allows the user to generate a report of all training received by police staff within a selected date range.

Example

START WITH TRAINING DATE: FIRST// 10 1 92
 GO TO TRAINING DATE: LAST// <RET>
 DEVICE: <RET> LAN RIGHT MARGIN: 132// <RET>

POLICE TRAINING STATISTICS					FEB 17,1993 13:46 PAGE 1		
ATTENDEE	TRAINING DATE	SUBJECT	TYPE	INSTRUCTOR	MINUTES	HOURS	
WRIGHT,WILL	OCT 24,1992	PR24 Baton	PHASE II	WILLIAMS,JOHN	180	3.00	
	OCT 25,1992	Vehicle Patrol	PHASE II	JONES,JAMES	45	0.75	
	OCT 26,1992	Law Enforce	PHASE II	JOHNSON,RALPH	75	1.25	
	OCT 27,1992	TQM	PHASE I	JONES,MARTHA	120	2.00	
					-----	-----	
			SUBTOTAL		420	7.00	
BROWN,WALLY	OCT 24,1992	PR24 Baton	PHASE I	RICHARDS,ROBERT	240	4.00	
	OCT 25,1992	Stop & Question	PHASE I	JAMES,RANDOLPH	35	0.58	
	OCT 26,1992	Patrol	PHASE I	JACOBS,RUDOLPH	95	1.58	
	NOV 15,1992	DIMS	PHASE II	LANGSTON,SHIRLEY	240	4.00	
					-----	-----	
			SUBTOTAL		610	10.16	
			TOTAL		1030	17.16	

Police Chief Menu

Training Records Menu

Create/Edit Training Record

This option allows police staff to enter or edit training record information.

If you wish to enter training records for police staff other than police officers (i.e., secretary, dispatchers) you will need to have IRM staff assign these other staff members the ESP POLICE security key.

Example

```
Select ESP POLICE TRAINING ATTENDEE: BROWN,WALTER    459025893    01-01-53
POLICE OFFICER
...OK? YES// <RET> (YES)
ATTENDEE: BROWN,WALTER// <RET>
Select TRAINING DATE: NOV 15,1992// T    FEB 17, 1993
ARE YOU ADDING 'FEB 17, 1993' AS A NEW TRAINING DATE (THE 5TH FOR THIS ESP
POLICE TRAINING)? Y
(YES)
Select SUBJECT: VEHICLE PATROL
ARE YOU ADDING 'VEHICLE PATROL' AS A NEW SUBJECT (THE 1ST FOR THIS TRAINING
DATE)? Y (YES)
TYPE: ?
Enter the type.
CHOOSE FROM:
F          FIRE/SAFETY
I/O        IN-SERVICE/OTHER
O          ORIENTATION
P1         PHASE I
P2         PHASE II
TYPE: P2 PHASE II
INSTRUCTOR: JONES,RALPH
MINUTES: 120
```

Police Chief Menu
Training Records Menu
Individual Officer Record Print

This option allows the user to print an individual staff member's training record.

Example

To receive correct print format, select a 132 character device!

Select ESP POLICE TRAINING ATTENDEE: **BROWN,WA** LTER

DEVICE: **A100** RIGHT MARGIN: 132// **<RET>**

POLICE TRAINING STATISTICS					FEB 17,1993 13:48 PAGE 1		
ATTENDEE	TRAINING DATE		SUBJECT	TYPE	INSTRUCTOR	MINUTES	HOURS
BROWN,WALLY	OCT 24,1992	PR24	Baton	PHASE I	RICHARDS,ROB	240	4.00
	OCT 25,1992	Stop &	Question	PHASE I	JAMES,RANDY	35	0.58
	OCT 26,1992	Patrol		PHASE I	JACOBS,RUDY	95	1.58
	NOV 15,1992	DIMS		IN -SERVICE	SHIRLEY,LANG	240	4.00
	FEB 17,1993	VEHICLE	PATROL	PHASE II	JONES,RALPH	120	2.00
TOTAL						730	12.17

Police Chief Menu
Training Records Menu
Print Training Record by Selections

This option allows the user to generate site-specific training reports by entering various ranges of selection data. It can be used by the Police Chief or his designee to develop training trend studies.

Example

To receive correct print format, select a 132 character device!

START WITH TRAINING DATE: FIRST// <RET>
START WITH ATTENDEE: FIRST// <RET>
START WITH TYPE: FIRST// <RET>
START WITH SUBJECT: FIRST// <RET>
DEVICE: A100 RIGHT MARGIN: 132// <RET>

POLICE TRAINING STATISTICS					FEB 14,1994 08:38		PAGE 1
ATTENDEE	DATE	SUBJECT	TYPE	INSTRUCTOR	MINUTES	HOURS	
REED,CAROL	JUL 18,1993	ROAD PATROL	IN-SERVICE/O	MARY JONES	90	1.50	
SEA,BILL	JUL 20,1993	PR24 TRAINING	IN-SERVICE/O	RALPH JONES	120	2.00	
SEA,BILL	OCT 21,1993	ROAD PATROL	IN-SERVICE/O	JONES,RALPH	90	1.50	
TOTAL					300	5.00	

Police Chief Menu
Training Records Menu
Select Type of Training Print

This option allows the user to generate a training report by the specific type of training.

Example

To receive correct print format, select a 132 character device!

```
START WITH TYPE: FIRST// PHASE II
GO TO TYPE: LAST// PHASE II
  START WITH TRAINING DATE: FIRST// 10 1 92
  GO TO TRAINING DATE: LAST// <RET>
DEVICE: A100      RIGHT MARGIN: 132// <RET>
```

POLICE TRAINING STATISTICS					FEB 17,1993 14:12	PAGE 1	
ATTENDEE	TRAINING DATE	SUBJECT	TYPE	INSTRUCTOR	MINUTES	HOURS	
WRIGHT,WILL	OCT 24,1992	PR24 Baton	PHASE II	WILLIAMS,RICH	180	3.00	
WRIGHT,WILL	OCT 25,1992	Vehicle Patrol	PHASE II	JONES,JAMES	45	0.75	
JONES,CHRIS	OCT 25,1992	Patrol Stops	PHASE II	JOHNSON,ROBERT	45	0.75	
WRIGHT,WILL	OCT 26,1992	Law Enforcement	PHASE II	JOHNSON,RALPH	75	1.25	
					115	1.92	
					-----	----	
				SUBTOTAL	460	7.67	
				TOTAL	460	7.67	

Police Chief Menu
Uniform Crime Reports Menu

The Uniform Crime Reports Module is designed to provide the VA Police a way to automatically generate a profile of criminal activities being investigated at their medical centers. The data necessary to generate this report are available from information already put into the system through the entry of the Offense Reports within the Offense Module.

The statistical data assembled by this module will be transmitted to the Office of Law Enforcement and Security, VACO, on a periodic basis as set forth within VA Police Program Directives.

Police Chief Menu
Uniform Crime Reports Menu
Generate Crime Statistics

This option allows the Chief of Police, or his authorized designee, to generate a Uniform Crime Report for a selected time period. When entering the date range add one day to the Ending Date (i.e., to get the full monthly report, you need to enter the date range as 1-1-93 to 2-1-93). This date range would include all statistical data between 0001 hrs 1-1-93 up to 2359 hrs, 1-31-93.

You must use this option to generate a report before you can use the Print Crime Report.

Example

**** Date Range Selection ****

Beginning DATE: 1 1 93 (JAN 19, 1993)

Ending DATE: 4 31 93 (APR 31, 1993)

Done.

Police Chief Menu
Uniform Crime Reports Menu
Print Crime Report

Once a Uniform Crime Report is generated, it is retained in the ESP CRIME DATA file (#912.4) under the Beginning Date. If you are unsure whether the report has already been generated, you can question (?) the prompt to see a list of all Crime Reports that have been generated.

Example

```
Beginning DATE of Report to Print: ?  
ANSWER WITH ESP CRIME DATA BEGINNING DATE  
CHOOSE FROM:  
10-01-1992      01-31-93  
01-01-1993      04-01-93
```

```
Beginning DATE of Report to Print: 01-01-1993  JAN 1, 1993      04-01-93
```

```
DEVICE: HOME// POLICE 1    POLICE ADMINISTRATIVE PRINTER
```

Police Chief Menu
Uniform Crime Reports Menu
Print Crime Report

DEPARTMENT OF VETERANS AFFAIRS
VA POLICE
UNIFORM CRIME REPORT

PAGE: 1

VA Facility DALLAS TX
Date/Time Printed
JUL 23,1993@11:00

BEGINNING DATE: JAN 1, 1993
ENDING DATE: APR 1, 1993

ASSAULTS Total # : 9

Aggravated : 7
Dangerous : 0
Kidnapping : 0
No Weapon : 1
Simple : 1

Offender

Employee: 2
Outsider: 3
Patient : 2
Unknown : 3
Visitor : 0

Victim

Employee : 2
Police Officer : 1
Outsider : 4
Patient : 0
Unknown : 0
Visitor : 2

BURGLARIES Total # : 0

All Other Areas : 0
Canteen : 0
Agent Cashier : 0
Locker Areas : 0
Office : 0
Pharmacy : 0
Vehicles : 0
Burglary Total \$ Loss : 0
Burglary Total \$ Recovered : 0

CONTRABAND Total # : 2

Drugs Total # : 2

Forged Prescriptions : 1
Introduction : 0
Possession : 0
Sale : 0
Under the Influence : 1

Alcohol Total # : 0

Introduction : 0
Possession : 0
Under the Influence : 0

Police Chief Menu
Uniform Crime Reports Menu
Print Crime Report

UNIFORM CRIME REPORT

PAGE: 2

VA Facility DALLAS TX
Date/Time Printed
JUL 23,1993@11:00

BEGINNING DATE: JAN 1, 1993
ENDING DATE: APR 1, 1993

Weapons Total #	:	4
Firearms	:	1
Knives/Hatchets/Clubs	:	3
Explosives	:	0
Other	:	0

Offender

Employee: 0
Outsider: 1
Patient : 0
Unknown : 0
Visitor : 1

DISTURBANCES

Total # : 11

Bomb Threats	:	0
Demonstrations	:	0
Disorderly Conduct	:	11
Employee Threat	:	0
Other Threat	:	0
Smoking Violation	:	0
Trespassing	:	0
Unauthorized Photograph	:	0
Unauth/Poss/Use/Keys/Cards	:	0

Offender

Employee: 3
Outsider: 2
Patient : 2
Unknown : 4
Visitor : 0

MANSLAUGHTER/MURDER

Total # : 0

Manslaughter/Murder/Negligent	:	0
Manslaughter/Murder/Non-Neg.	:	0

Offender

Employee: 0
Outsider: 0
Patient : 0
Unknown : 0
Visitor : 0

Victim

Employee	:	0
Outsider	:	0
Patient	:	0
Visitor	:	0

Police Chief Menu
Uniform Crime Reports Menu
Print Crime Report

UNIFORM CRIME REPORT

PAGE: 3

VA Facility DALLAS TX
Date/Time Printed
JUL 23,1993@11:00

BEGINNING DATE: JAN 1, 1993
ENDING DATE: APR 1, 1993

NON-CRIMINAL INVESTIGATIONS Total # : 0

Missing Patient Reaction : 0
Government Veh. Accident : 0
Personal Veh. Accident : 0
Assist Law Officer : 0
Staff Assist : 0
Alarm Response : 0
Safety Hazard : 0
Information Only : 0

OTHER OFFENSES Total # : 3

Arson : 1
Arson \$ Damage : 100
Possession of Stolen Property : 0
Receive/Sell Stolen Property : 0
Suicide : 2
Suicide Attempt : 0

RAPES Total # : 1

Attempted Rape : 1
Forcible Rape : 0

Offender

Employee: 0
Outsider: 0
Patient : 1
Unknown : 0
Visitor : 0

Victim

Employee : 0
Outsider : 0
Patient : 1
Visitor : 0

ROBBERY Total # : 0

Armed Robbery : 0

\$100 & Above : 0
<\$100 : 0

Strong Armed Robbery : 0

\$100 & Above : 0
<\$100 : 0

Drugs Only : 0

\$100 & Above : 0
<\$100 : 0

Police Chief Menu
Uniform Crime Reports Menu
Print Crime Report

UNIFORM CRIME REPORT

PAGE: 4

VA Facility DALLAS TX
Date/Time Printed
JUL 23,1993@11:00

BEGINNING DATE: JAN 1, 1993
ENDING DATE: APR 1, 1993

STOPS & ARRESTS

Total # : 10

Physical Arrests : 6

Offender

Employee: 1
Outsider: 2
Patient : 3
Visitor : 0

Stops for Questioning : 4

Package Stops : 2

Non-Package Stops : 2

THEFTS

Total # : 0

Coin-Operated Machines : 0

Total \$ Loss : 0

Total \$ Recovery : 0

Actual Drug Thefts : 0

Controlled Substance :

Non-Controlled Substance : 0

Attempted Drug Thefts : 0

Controlled Substance :

Non-Controlled Substance : 0

Total Drug Thefts : 0

Total \$ Loss : 0

Total \$ Recovered : 0

Government Property : 0

\$100 & Above : 0

< \$100 : 0

Total \$ Loss : 0

Total \$ Recovered : 0

Personal Property : 0

\$100 & Above : 0

< \$100 : 0

Total \$ Loss : 0

Total \$ Recovered : 0

Police Chief Menu
Uniform Crime Reports Menu
Print Crime Report

UNIFORM CRIME REPORT

PAGE: 5

VA Facility DALLAS TX
Date/Time Printed
JUL 23,1993@11:00

BEGINNING DATE: JAN 1, 1993
ENDING DATE: APR 1, 1993

Motor Vehicles	:	0
Government Motor Vehicle	:	0
\$ Loss	:	0
\$ Recovered	:	0
Gov't Vehicles Recovered	:	0
Private Motor Vehicle	:	0
\$ Loss	:	0
\$ Recovered	:	0
Private Veh's Recovered	:	0

VANDALISM

Total #	:	3
Total \$:	

Offender

Employee:	0
Outsider:	1
Patient :	0
Unknown :	2
Visitor :	0

VICE SOLICITING

Total # : 0

Bribery	:	0
Forgery	:	0
Fraud	:	0
Gambling	:	0
Solicitation/Prostitution	:	0
Sexual Misconduct	:	0

Offender

Employee:	0
Outsider:	0
Patient :	0
Unknown :	0
Visitor :	0

Police Chief Menu
Uniform Crime Reports Menu
Print Crime Report

UNIFORM CRIME REPORT PAGE: 6

VA Facility DALLAS TX
Date/Time Printed
JUL 23,1993@11:00

BEGINNING DATE: JAN 1, 1993
ENDING DATE: APR 1, 1993

VIOLATION CHARGES Total # : 26

Courtesy Warnings Total # : 11

Non-Traffic	:	5
Moving	:	4
Parking	:	2

Offender

Employee: 5
Outsider: 5
Patient : 1
Visitor : 0

USDC Notice Total # : 15

Non-Traffic	:	4
Moving	:	7
Parking	:	4

Offender

Employee: 12
Outsider: 0
Patient : 2
Visitor : 1

Done.

Police Chief Menu
Uniform Crime Reports Menu
Transmit A Crime Report

This option allows the Chief of Police Service or other designated staff members to transmit a Crime Report via a mail message to desired recipients. The members of the mail group are determined by Security & Law Enforcement program staff.

The mail message will appear in much the same format as the printed Uniform Crime Report. There can be minor differences since it must comply with E-Mail formatting conditions such as formatting for 80 columns to fit a screen, but will contain all basic information in the Uniform Crime Report.

Example

```
Beginning DATE of Report to Print: ?  
ANSWER WITH ESP CRIME DATA BEGINNING DATE  
CHOOSE FROM:  
01-01-1990      02-01-90  
01-01-1992      02-01-92  
01-01-1993      02-01-93  
02-01-1993      03-01-93  
03-01-1993      04-01-93
```

```
Beginning DATE of Report to Print: 02-07-93    FEB  7, 1993  
Mail message is now being created.
```

Done.

```
Send mail to: G.POLICE AND SECURITY OSLE@FORUM.VA.GOV via DALLAS.VA.GOV  
And send to: <RET>
```

Police Chief Menu
Uniform Crime Reports Menu
Transmit A Crime Report

Subj: UNIFORM CRIME REPORT [#11783] 13 Apr 93 14:32 294 Lines
From: JOHNSON,DWAYNE DALLAS TX in 'IN' basket. Page 1

VA POLICE
UNIFORM CRIME REPORT

VA Facility DALLAS TX

BEGINNING DATE: FEB 7, 1993
ENDING DATE: MAR 9, 1993

	ASSAULTS	Total # : 9
Aggravated	: 7	
Dangerous	: 0	
Kidnapping	: 0	
No Weapon	: 1	
Simple	: 1	

Offender	Victim	
Employee: 2	Employee	: 2
Outsider: 3	Police Officer	: 1
Patient : 2	Outsider	: 4
Unknown : 3	Patient	: 0
Visitor : 0	Unknown	: 0
	Visitor	: 2

	BURGLARIES	Total # : 0
All Other Areas	: 0	
Canteen	: 0	
Agent Cashier	: 0	
Locker Areas	: 0	
Office	: 0	
Pharmacy	: 0	
Vehicles	: 0	
Burglary Total \$ Loss	: 0	
Burglary Total \$ Recovered	: 0	

Police Chief Menu
Uniform Crime Reports Menu
Transmit A Crime Report

Subj: UNIFORM CRIME REPORT [#111783] Page 2

	CONTRABAND	Total # : 2
Drugs Total #	: 2	
Forged Prescriptions	: 1	
Introduction	: 0	
Possession	: 0	
Sale	: 0	
Under the Influence	: 1	
Alcohol Total #	: 0	
Introduction	: 0	
Possession	: 0	
Under the Influence	: 0	
Weapons Total #	: 0	
Firearms	: 0	
Knives/Hatchets/Clubs	: 0	
Explosives	: 0	
Other	: 0	

Offender

Employee: 0
Outsider: 1
Patient : 0
Unknown : 0
Visitor : 1

Police Chief Menu
Uniform Crime Reports Menu
Transmit A Crime Report

Subj: UNIFORM CRIME REPORT [#111783] Page 3

DISTURBANCES Total # : 11

Bomb Threats	:	0
Demonstrations	:	0
Disorderly Conduct	:	11
Employee Threat	:	0
Other Threat	:	0
Smoking Violation	:	0
Trespassing	:	0
Unauthorized Photograph	:	0
Unauth/Poss/Use/Keys/Cards	:	0

Offender

Employee:	3
Outsider:	2
Patient :	2
Unknown :	4
Visitor :	0

MANSLAUGHTER/MURDER Total # : 0

Manslaughter/Murder/Negligent	:	0
Manslaughter/Murder/Non-Neg.	:	0

Offender

Victim

Employee: 0	Employee	:	0
Outsider: 0	Outsider	:	0
Patient : 0	Patient	:	0
Unknown : 0	Visitor	:	0
Visitor : 0			

NON-CRIMINAL INVESTIGATIONS Total # : 0

Missing Patient Reaction	:	0
Government Veh. Accident	:	0
Personal Veh. Accident	:	0
Assist Law Officer	:	0
Staff Assist	:	0
Alarm Response	:	0
Safety Hazard	:	0
Information Only	:	0

Police Chief Menu
Uniform Crime Reports Menu
Transmit A Crime Report

Subj: UNIFORM CRIME REPORT [#111783] Page 4

OTHER OFFENSES

Total # : 0

Arson : 0
Arson \$ Damage : 0
Possession of Stolen Property : 0
Receive/Sell Stolen Property : 0
Suicide : 0
Suicide Attempt : 0

RAPES

Total # : 0

Attempted Rape : 0
Forcible Rape : 0

Offender

Victim

Employee: 0	Employee	: 0
Outsider: 0	Outsider	: 0
Patient : 0	Patient	: 0
Unknown : 0	Visitor	: 0
Visitor : 0		

ROBBERY

Total # : 0

Armed Robbery : 0
\$100 & Above : 0
<\$100 : 0
Strong Armed Robbery : 0
\$100 & Above : 0
<\$100 : 0
Drugs Only : 0
\$100 & Above : 0
<\$100 : 0

Police Chief Menu
Uniform Crime Reports Menu
Transmit A Crime Report

Subj: UNIFORM CRIME REPORT [#111783] Page 5

STOPS & ARRESTS

Total # : 0

Physical Arrests : 0

Offender

Employee: 0

Outsider: 0

Patient : 0

Visitor : 0

Stops for Questioning : 0

Package Stops : 0

Non-Package Stops : 0

THEFTS

Total # : 0

Coin-Operated Machines : 0

Total \$ Loss : 0

Total \$ Recovery : 0

Actual Drug Thefts : 0

Controlled Substance :

Non-Controlled Substance : 0

Attempted Drug Thefts : 0

Controlled Substance :

Non-Controlled Substance : 0

Total Drug Thefts : 0

Total \$ Loss : 0

Total \$ Recovered : 0

Government Property : 3

\$100 & Above : 2

< \$100 : 1

Total \$ Loss : 2200

Police Chief Menu
Uniform Crime Reports Menu
Transmit A Crime Report

Subj: UNIFORM CRIME REPORT [#111783] Page 6

Personal Property	:	0
\$100 & Above	:	0
< \$100	:	0
Total \$ Loss	:	0
Motor Vehicles	:	0
Government Motor Vehicle	:	0
\$ Loss	:	0
\$ Recovered	:	0
Gov't Vehicles Recovered	:	0
Private Motor Vehicle	:	0
\$ Loss	:	0
\$ Recovered	:	0
Private Veh's Recovered	:	0

VANDALISM

Total #	:	3
Total \$:	100

Offender

Employee:	0
Outsider:	1
Patient :	0
Unknown :	2
Visitor :	0

Police Chief Menu
Uniform Crime Reports Menu
Transmit A Crime Report

Subj: UNIFORM CRIME REPORT [#111783] Page 7

VICE SOLICITING

Total # : 0

Bribery : 0
Forgery : 0
Fraud : 0
Gambling : 0
Solicitation/Prostitution : 0
Sexual Misconduct : 0

Offender

Employee: 0
Outsider: 0
Patient : 0
Unknown : 0
Visitor : 0

VIOLATION CHARGES

Total # : 27

Courtesy Warnings Total # : 11

Non-Traffic : 5
Moving : 4
Parking : 2

Offender

Employee: 5
Outsider: 5
Patient : 1
Visitor : 0

USDC Notice Total # : 15

Non-Traffic : 4
Moving : 7
Parking : 4

Offender

Employee: 12
Outsider: 0
Patient : 2
Visitor : 1

Select MESSAGE Action: IGNORE (in IN basket// <RET>

Police Chief Menu
Uniform Crime Reports Menu
Delete Crime Statistics

This option allows for the deletion of crime reports that do not need to be retained.

Example

Beginning DATE of Report to Delete: **10-01-1992** OCT 1, 1992

BEGINNING DATE: OCT 1, 1992

ENDING DATE: JAN 31, 1993

Are you sure you want to delete these statistics? NO// **YES**

Deleted

Police Chief Menu
Offense Reports Menu

The Offense Reports allow access to all functions relative to the Uniform Offense Report (UOR).

The data contained in the examples might not be indicative of an actual report as, for the purposes of this manual, we have attempted to put data in every field.

Police Chief Menu
Offense Reports Menu
Case Assignment Register - All

This option allows you to print a Case Assignment Register, by date range, based upon data already entered for the Uniform Offense Reports.

Example

To receive correct print format, select a 132 character device!

START WITH DATE/TIME RECEIVED: FIRST// 10 1 92
GO TO DATE/TIME RECEIVED: LAST// <RET>
DEVICE: HOME// <RET> 132//<RET>

CASE ASSIGNMENT REGISTER					FEB 9,1993 10:59		PAGE 1		
UOR	CLASSIFICATION	OFFICER ASSIGNED	OFFENDER	VICTIM	DOLLAR LOSS	DOLLAR RECOVERED	CASE STATUS	REPO RT STATUS	FOLLOW-UP OFFICER
210161541	THEFTS	BROWN			2000	0	OPEN	COMPLETE	
210191557	THEFTS	JONES			2000		CLOSED	COMPLETE	
210191600	ASSAULT	WYATT	CROOK,DON				OPEN	COMPLETE	JONES
211160947	THEFTS	SMITH		GOV'T,US	3000	500	OPEN	COMPLETE	
211181015	DISTURBANCE	BROWN	CROOK,DON				CLOSED	COMPLETE	
211301547	THEFTS	WYATT			100	50	OPEN	COMPLETE	BROWN
212040000	CONTRABAND	JONES	GREEN,ELI				CLOSED	COMPLETE	

Police Chief Menu
Offense Reports Menu
Case Assignment Register - Open

This option allows you to print a Case Assignment Register, based upon data already entered for the Uniform Offense Reports, for all Offense Reports with a case status of OPEN.

Example

To receive correct print format, select a 132 character device!

DEVICE: HOME// <RET> 132//<RET>

CASE ASSIGNMENT REGISTER					FEB 9,1993 10:59		PAGE 1		
UOR	CLASSIFICATION	OFFICER ASSIGNED	OFFENDER	VICTIM	DOLLAR LOSS	DOLLAR RECOVERED	CASE STATUS	REPORT STATUS	FOLLOW -UP OFFICER
210161541	THEFTS	BROWN			2000	0	OPEN	COMPLETE	
210191557	THEFTS	JONES			2000		OPEN	COMPLETE	
210191600	ASSAULT	WYATT	CROOK, IMA				OPEN	COMPLETE	JONES
211160947	THEFTS	SMITH		GOV'T, US	3000	500	OPEN	COMPLETE	
211181015	DISTURBANCE	BROWN	CROOK, IMA				OPEN	COMPLETE	CLARK
211301547	THEFTS	WYATT			100	50	OPEN	COMPLETE	
212040000	CONTRABAND	JONES	GREEN, ELI				OPEN	COMPLETE	BAIRD

Police Chief Menu
Offense Reports Menu
Close an Offense Report

This option allows the Police Chief, or any person assigned the ESP SUPERVISOR security key, to designate an Offense Report as CLOSED.

Example

UOR#: 302251030 65493000079 302251030

Do you want to close the report? **YES**

The report is now closed.

Police Chief Menu

Offense Reports Menu

Create Offense Report

The Create Offense Report option allows you to enter all the pertinent information regarding a crime.

If the report classification requires the Office of Law Enforcement and Security to be notified within 48 hours, the software will generate a mail bulletin to the Police Chief and any other designated staff members entered into the ESP VACO 48 HR CRITERIA mail group.

If you have begun to create the report and need to stop, you can always go back at a later time and complete the report through the Resume an Offense Report Entry option.

In investigations where single or multiple unidentified offenders exist, you can enter descriptive information useful in linking the potential offender to other investigations. This information remains within the UOR and does not go into the ESP MASTER NAME INDEX file (#910).

Example

```
DATE/TIME RECEIVED: 2/25/93@1030 (FEB 25, 1993@10:30) FEB 25, 1993@10:30
CLASSIFICATION CODE: DISTURBANCE
TYPE: DISORDERLY CONDUCT
Do you want to enter another classification code? NO// <RET>
DATE/TIME OF OFFENSE: T@1015 (FEB 25, 1993@10:15)
ENDING DATE/TIME OF OFFENSE: <RET>
LOCATION: CANTEEN
WEAPON USED: NONE
METHOD OF OPERATION:
  1>LOUD AND OBNOXIOUS
  2><RET>
EDIT Option: <RET>
INVESTIGATING OFFICER: SWIFT,HARRY

CIP WEAPON USED: NO
POLICE BATON USED: NO
```

Screen 1 - Complainant

COMPLAINANT #1

```
NAME: MEADOWS,MARY LOUISE          432139485      02-05-45      EMPLOYEE
```

This name is already in the Master Name Index file.

Police Chief Menu
Offense Reports Menu
Create Offense Report

Name: MEADOWS,MARY LOUISE SSN: 432139485
DOB: FEB 5,1945 SEX: F RACE: CAUCASIAN

Is this the correct one? **YES**

Do you want to edit this record? NO// **YES**

1) Name: MEADOWS,MARY LOUISE 2) Height: 5 -04
SSN: 432139485 Weight: 130
DOB: FEB 5,1945 Hair Color: BLOND OR STRAWBERRY
SEX: F Eye Color: BLUE
RACE: CAUCASIAN Skin Tone: FAIR
Category: E Scars/Marks:
Driver's License #: 34255939
State: TEXAS
3) Service: AMBULATORY CARE
ID Badge: 245
Show More? YES// **<RET>**

4) Place of Employment: 5) Home Address:
Address: 118 WINDWARD WAY
Address [Line 2]: Home Address [Line 2]:
City: BOX 25
State: City: DULUTH
Zip: State: IDAHO
Office Phone: X2456 Zip: 29229
Home Phone: 302 -222-2929
Show More? YES// **<RET>**

6) Alias:
7) Remarks:

Enter: **<RET>** to continue, 1-7 to edit: **1**

NAME: MEADOWS,MARY LOUISE// **<RET>**
SOCIAL SECURITY NUMBER: 432139485// **<RET>**
DOB: FEB 5,1945// **<RET>**
SEX: FEMALE// **<RET>**
RACE: CAUCASIAN// **<RET>**
CATEGORY: EMPLOYEE// **<RET>**
DRIVER'S LICENSE #: 34255939// **<RET>**
STATE OF ISSUE: TEXAS// **<RET>**

Editing completed.

Do you want to review again? YES// **NO**

Now returning to the Offense Report!

Police Chief Menu

Offense Reports Menu

Create Offense Report

COMPLAINANT #2

NAME: <RET>

Enter:<RET> to continue, ^N for screen N or '^' to abort: ^2

Screen 2 - Victim

VICTIM #1

NAME: WILLIAMS,BERNICE JANE 322030202 12-17-45 EMPLOYEE

This name is already in the Master Name Index file.

Name: WILLIAMS,BERNICE JANE SSN: 322030202
DOB: DEC 17,1945 SEX: F RACE: HISPANIC, WHITE

Is this the correct one? YES

Do you want to edit this record? NO// YES

1) Name: WILLIAMS,BERNICE JANE	2) Height: 5 -05
SSN: 322030202	Weight: 145
DOB: DEC 17,1945	Hair Color: BLACK
SEX: F	Eye Color: BROWN
RACE: HISPANIC, WHITE	Skin Tone: MEDIUM BROWN
Category: E	Scars/Marks:
Driver's License #: 39393939	
State: IDAHO	

3) Service: INTERNAL MEDICINE
ID Badge: 247

Show More? YES// <RET>

4) Place of Employment:

Address:

Address [Line 2]:

City:

State:

Zip:

Office Phone: X3829

Show More? YES// <RET>

5) Home Address:

1823 JONES FALLS HIGHWAY

Home Address [Line 2]:

City: POKEEPSIE

State: IDAHO

Zip: 39393

Home Phone: 432 -192-2929

6) Alias:

7) Remarks:

Enter: <RET> to continue, 1-7 to edit: <RET>

Now returning to the Offense Report!

Police Chief Menu

Offense Reports Menu

Create Offense Report

MEDICAL TREATMENT:

1><RET>

VICTIM #2

NAME: <RET>

Enter:<RET> to continue, ^N for screen N or '^' to abort: <RET>

Screen 3 - Offender

OFFENDER #1

NAME: JOHNSON,DWAYNE DAVID 223457893 04-03-57 EMPLOYEE

This name is already in the Master Name Index file.

Name: JOHNSON,DWAYNE DAVID SSN: 223457893
DOB: APR 3,1957 SEX: M RACE: CAUCASIAN

Is this the correct one? YES

Do you want to edit this record? NO// YES

- | | |
|---|--|
| 1) Name: JOHNSON,DWAYNE DAVID
SSN: 223457893
DOB: APR 3,1957
SEX: M
RACE: CAUCASIAN
Category: E
Driver's License #: 222338383
State: MASSACHUSETTS | 2) Height: 6-00
Weight: 195
Hair Color: BROWN
Eye Color: BLUE
Skin Tone: FAIR
Scars/Marks: |
| 3) Service: AMBULATORY CARE
ID Badge: | |
| Show More? YES// <RET> | |
| 4) Place of Employment:

Address:

Address [Line 2]:

City:
State:
Zip:
Office Phone: X437 | 5) Home Address:
137 OLD HOME PL A CE
Home Address [Line 2]:
BOX 234
City: ANYWHERE
State: MASSACHUSETTS
Zip: 23478
Home Phone: 530 -234-1897 |
| Show More? YES// <RET> | |
| 6) Alias: | |
| 7) Remarks: | |

Enter: <RET> to continue, 1-7 to edit: <RET>

Police Chief Menu

Offense Reports Menu

Create Offense Report

Now returning to the Offense Report!

PERSONAL DESCRIPTION: **RED HAT, BLUE COAT, BLACK SLACKS, GOLD RIM GLASSES**
OFFENSE COMMITTED: **DISORD** ERLY CONDUCT 1.218(b) VA REG 11
OFFENSE DISPOSITION: **ADMIN** ISTRATIVE ACTION PENDING
Do you want to enter another offense for this offender? NO// **<RET>**

OFFENDER #2

NAME: **<RET>**

Do you wish to enter an unknown offender description? NO// **YES**

UNKNOWN OFFENDER DESCRIPTION

RACE: **CAUCASIAN**

HEIGHT: **5-10**

WEIGHT: **195**

HAIR COLOR: **BROWN**

EYE COLOR: **BLUE**

SKIN TONE: **FAIR**

SCARS/MARKS: **SCAR ON LEFT SIDE OF FACE**

PERSONAL DESCRIPTION: **BLACK JACKET, BLUE TROUSERS.**

OFFENSE COMMITTED: **DISORD** ERLY CONDUCT 1.218(b) VA REG 11

OFFENSE DISPOSITION: **<RET>**

Do you want to enter another offense for this offender? NO// **<RET>**

Enter:<RET> to continue, ^N for screen N or '^' to abort: **<RET>**

Screen 4 - Witness

WITNESS #1

NAME: **SNODGRASS,MORTAKI** WILLY 214454567 11-02-31 OUTSIDER

This name is already in the Master Name Index file.

Name: SNODGRASS,MORTAKI WILLY SSN: 214454567
DOB: NOV 2,1931 SEX: M RACE: CAUCASIAN

Is this the correct one? **YES**

Do you want to edit this record? NO// **<RET>**

Now returning to the Offense Report!

WITNESS #2

NAME: **<RET>**

Enter:<RET> to continue, ^N for screen N or '^' to abort: **<RET>**

Police Chief Menu
Offense Reports Menu
Create Offense Report

Screen 5 - Vehicle

Do you want to enter Vehicle #1 information? NO// **YES**

VEHICLE #1

LICENSE TAG #: **123 ABC**

STATE OF ISSUE: **IDAHO**

VEHICLE MAKE: **FORD**

VEHICLE MODEL: **GALAXIE**

VEHICLE STYLE: **2 DR HFTP**

VEHICLE COLOR: **BLUE**

1 BLUE

2 BLUE, DARK

3 BLUE, LIGHT

CHOOSE 1-3: **1**

DECAL #: **<RET>**

DECAL COLOR: **<RET>**

YEAR OF MANUFACTURE: **87** (1987)

OWNER NAME: **JOHNSON, DWAYNE DAVID** 223457893 04-03-57 EMPLOYEE

Do you want to enter Vehicle #2 Information? NO// **<RET>**

Enter:<RET> to continue, ^N for screen N or '^' to abort: **<RET>**

Screen 6 - Property (Lost

ITEM #1

ITEM NAME: **WALLET**

DESCRIPTION: **BROWN, BIFOLD CONTAINING MULTIPLE PERSONAL PAPERS**

DOLLAR LOSS: **10**

DOLLAR RECOVERED: **10**

ITEM #2

ITEM NAME: **<RET>**

Enter:<RET> to continue, ^N for screen N or '^' to abort: **<RET>**

Screen 7 - Property (Held

ITEM #1

ITEM NUMBER: **1**

QUANTITY: **1**

PURPOSE: **S** AFEKEEPING

Description:

1>**BROWN BIFOLD MAN'S WALLET CONTAINING PERSONAL PAPERS, NO CASH.**

2>**<RET>**

Police Chief Menu
Offense Reports Menu
Create Offense Report

EDIT Option: <RET>

ITEM #2

ITEM NUMBER: <RET>

Enter:<RET> to continue, ^N for screen N or '^' to abort: <RET>

Screen 8 - Notification

OTHER AGENCY

DATE/TIME NOTIFIED: 2/25/93@1100 (FEB 25, 1993@11:00)

CONTACT PERSON: SGT RALPH WHITE

AGENCY: IDAHO HIGHWAY PATROL

OTHER AGENCY

DATE/TIME NOTIFIED: 2/25/93@1115 (FEB 25, 1993@11:05)

CONTACT PERSON: DEPUTY JOHN BROWN

AGENCY: BUSH COUNTY SHERIFF'S DEPARTMENT

OTHER AGENCY

DATE/TIME NOTIFIED: <RET>

U.S. ATTORNEY

DATE/TIME NOTIFIED: T@1130 (FEB 25, 1993@11:30)

Instructions Received:

1>RALPH JONES, ADVISED TO ALLOW VICTIM TO SEEK PROSECUTION THROUGH

2>LOCAL AUTHORITIES.

3><RET>

EDIT Option: <RET>

U.S. ATTORNEY

DATE/TIME NOTIFIED: <RET>

Enter:<RET> to continue, ^N for screen N or '^' to abort: <RET>

Screen 9 - Narrative

NARRATIVE:

ORIGIN:

1>ON 2/25/93 AT 1030 HOURS, I WAS NOTIFIED TO RESPOND TO THE CANTEEN

2>AREA FOR A DISTURBANCE IN PROGRESS.

3><RET>

EDIT Option: <RET>

INITIAL OBSERVATION:

1>UPON MY ARRIVAL I OBSERVED THE OFFENDER AND THE VICTIM IN A RATHER

2>HEATED DISCUSSION.

3><RET>

EDIT Option: <RET>

Police Chief Menu
Offense Reports Menu
Create Offense Report

INVESTIGATION:

1>I INTERVENED AND SEPARATED THE TWO INDIVIDUALS TO PREVENT FURTHER
2>INCIDENT. I INTERVIEWED BOTH SUBJECTS INDEPENDENTLY. I DETERMINED
3>THAT THE OFFENDER HAD BEEN HARASSING THE VICTIM OVER A PERSONAL
4>ISSUE THAT STEMMED FROM ACTIVITIES OUTSIDE THE WORK PLACE. I ALSO
5>DETERMINED THAT THE OFFENDER HAD MADE SOME THREATS WHICH CONCERNED
6>THE VICTIM.

7><RET>

EDIT Option: <RET>

DISPOSITION:

1>I CONTACTED THE U.S. ATTORNEY'S OFFICE AND RELAYED THE DETAILS OF
2>THE INCIDENT. I WAS ADVISED TO INSTRUCT THE VICTIM TO SEEK
3>PROSECUTION THROUGH LOCAL STATE OR COUNTY AUTHORITY.

4><RET>

EDIT Option: <RET>

Enter:<RET> to continue, ^N for screen N or '^' to abort: <RET>

Updating.

Done.

DEVICE: HOME// <RET> LAN

Press RETURN to continue or '^' to exit: <RET>

Police Chief Menu
Offense Reports Menu
Create Offense Report

DEPARTMENT OF VETERANS AFFAIRS
VA POLICE
UNIFORM OFFENSE REPORT
UOR# 93-02-25-1030

PAGE : 1

VA Facility
DALLAS TX
Automated VA Form 10-1393

Date/Time Printed
JUL 23,1993@11:00

DATE/TIME RECEIVED: FEB 25, 1993@10:30
DATE/TIME OF OFFENSE: FEB 25, 1993@10:15
LOCATION: CANTEEN
WEAPON USED: NONE
INVESTIGATING OFFICER: SWIFT,HARRY
METHOD OF OPERATION:
LOUD AND OBNOXIOUS

CLASSIFICATION CODE: DISTURBANCE/DISORDERLY CONDUCT

* * * * * COMPLAINTANT DATA * * * * *

COMPLAINANT NAME: MEADOWS,MARY LOUISE
STATUS: EMPLOYEE
HOME ADDRESS: 118 WINDWARD WAY
BOX 25
DELUTH,IDAHO 29229
HOME PHONE: 302-222-2929
WORK ADDRESS:
WORK PHONE: X2456

* * * * * VICTIM DATA * * * * *

VICTIM NAME: WILLIAMS,BERNICE JANE
SEX: FEMALE RACE: HISPANIC, WHITE
STATUS: EMPLOYEE
DRIVER'S LICENSE & STATE: 39393939 IDAHO
HOME ADDRESS: 1823 JONES FALLS HIGHWAY
POKEEPSIE,IDAHO 39393
HOME PHONE: 432-192-2929
WORK ADDRESS:
WORK PHONE: X3829
MEDICAL TREATMENT:

Police Chief Menu
Offense Reports Menu
Create Offense Report

DEPARTMENT OF VETERANS AFFAIRS
VA POLICE
UNIFORM OFFENSE REPORT
UOR# 93-02-25-1030

PAGE: 2

VA Facility
DALLAS TX
Automated VA Form 10-1393

Date/Time Printed
JUL 23,1993@11:00

* * * * * OFFENDER DATA * * * * *

OFFENDER NAME: JOHNSON,DWAYNE DAVID
SSN: 223-45-7893 DOB: APR 3,1957 AGE: 35
SEX: MALE RACE: CAUCASIAN HEIGHT: 6 -00
WEIGHT: 195 HAIR COLOR: BROWN EYE COLOR: BLUE
SKIN TONE: FAIR SCARS/MARKS:
STATUS: EMPLOYEE
DRIVER'S LICENSE & STATE: 222338383 MASSACHUSETTS
PERSONAL DESCRIPTION:
RED HAT, BLUE COAT, BLACK TROUSERS, GOLD RIMMED GLASSES
HOME ADDRESS: 137 OLD HOME PLACE
BOX 234
ANYWHERE,MASSACHUSETTS 23478
HOME PHONE: 530-234-1897
WORK ADDRESS:
WORK PHONE: X437
OFFENSE COMMITTED: DISORDERLY CONDUCT 1.218(b) VA REG 11
DISPOSITION: ADMINISTRATIVE ACTION PENDING CHARGING DOCUMENT:

* * * * * OFFENDER DATA * * * * *

OFFENDER NAME :
OFFENDER NAME :
SSN: DOB: AGE:
SEX: MALE RACE: CAUCASIAN HEIGHT: 5 -10
WEIGHT: 195 HAIR COLOR: BROWN EYE COLOR: BLUE
SKIN TONE: FAIR SCARS/MARKS: SCAR ON LEFT SIDE OF FACE
STATUS:
DRIVER'S LICENSE & STATE:
PERSONAL DESCRIPTION:
BLACK JACKET, BLUE TROUSERS.
HOME ADDRESS:
HOME PHONE:
WORK ADDRESS:
WORK PHONE:
OFFENSE COMMITTED: DISORDERLY CONDUCT 1.218(b) VA REG 11
DISPOSITION: 0 CHARGING DOCUMENT:

Police Chief Menu
Offense Reports Menu
Create Offense Report

DEPARTMENT OF VETERANS AFFAIRS
VA POLICE
UNIFORM OFFENSE REPORT
UOR# 93-02-25-1030

PAGE: 3

VA Facility
DALLAS TX
Automated VA Form 10-1393

Date/Time Printed
JUL 23,1993@11:00

* * * * * WITNESS * * * * *

WITNESS NAME: SNODGRASS,MORTAKI WILLY
HOME ADDRESS: RUDD'S FARM
RD3
NEWT,TENNESSEE 39393

HOME PHONE:
WORK ADDRESS: RD3
NEWT,TENNESSEE
WORK PHONE:

LICENSE TAG # & STATE: 123 ABC IDAHO
MAKE: FORD MODEL: GALAXIE
STYLE: 2 DR HDTP
COLOR: BLUE
DECAL # & COLOR: 0
YEAR OF MANUFACTURE: 1987
OWNER NAME: JOHNSON,DWAYNE DAVID

ITEM NAME: WALLET
DESCRIPTION: BROWN, BIFOLD CONTAINING MULTIPLE PERSONAL PAPERS
DOLLAR LOSS: 10
DOLLAR RECOVERED: 10

ITEM #: 1
QUANTITY: 1
PURPOSE: SAFEKEEPING
DESCRIPTION:
BROWN BIFOLD MAN'S WALLET CONTAINING MULTIPLE PERSONAL
PAPERS, NO CASH.

WAS CIP WEAPON USED? NO
WAS POLICE BATON USED? NO

OTHER AGENCY NOTIFIED

DATE/TIME NOTIFIED: FEB 25, 1993@11:00//
CONTACT PERSON: SGT RALPH WHITE
AGENCY: IDAHO HIGHWAY PATROL//
DATE/TIME NOTIFIED: FEB 25, 1993@11:05//
CONTACT PERSON: DEPUTY JOHN BROWN
AGENCY: BUSH COUNTY SHERIFF'S DEPARTMENT//

U.S. ATTORNEY NOTIFIED

DATE/TIME NOTIFIED: FEB 25, 1993@11:30
INSTRUCTIONS RECEIVED:
RALPH JONES, ADVISED TO ALLOW VICTIM TO SEEK PROSECUTION
THROUGH LOCAL AUTHORITIES.

Police Chief Menu
Offense Reports Menu
Create Offense Report

DEPARTMENT OF VETERANS AFFAIRS
VA POLICE
UNIFORM OFFENSE REPORT
UOR# 93-02-25-1030

PAGE: 4

VA Facility
DALLAS TX
Automated VA Form 10-1393

Date/Time Printed
JUL 23,1993@11: 00

* * * * * NARRATIVE * * * * *

ORIGIN:

ON 2/25/93 AT 1030 HOURS, I WAS NOTIFIED TO RESPOND TO THE
CANTEEN AREA FOR A DISTURBANCE IN PROGRESS.

INITIAL OBSERVATION:

UPON MY ARRIVAL I OBSERVED THE OFFENDER AND THE VICTIM IN A
RATHER HEATED DISCUSSION.

INVESTIGATION:

I INTERVENED AND SEPARATED THE TWO INDIVIDUALS TO PREVENT
FURTHER INCIDENT. I INTERVIEWED BOTH SUBJECTS INDEPENDENTLY.
I DETERMINED THAT THE OFFENDER HAD BEEN HARASSING THE VICTIM
OVER A PERSONAL ISSUE THAT STEMMED FROM ACTIVITIES OUTSIDE THE
WORK PLACE. I ALSO DETERMINED THAT THE OFFENDER HAD MADE SOME
THREATS WHICH CONCERNED THE VICTIM.

AFTER CONTACTING THE U.S. ATTORNEY'S OFFICE, I ALSO CONTACTED
THE IDAHO STATE POLICE AND THE BUSH COUNTY SHERIFF'S
DEPARTMENT. I ADVISED BOTH AGENCIES THAT THE VICTIM WOULD BE
CONTACTING THE LOCAL MAGISTRATE TO SEEK PROSECUTION FOR THE
INCIDENT AND STATED THAT A COPY OF MY INVESTIGATIVE REPORT
COULD BE MADE AVAILABLE FOR THEIR USE.

DISPOSITION:

I CONTACTED THE U.S. ATTORNEY'S OFFICE AND RELAYED THE
DETAILS OF THE INCIDENT. I WAS ADVISED TO INSTRUCT THE VICTIM
TO SEEK PROSECUTION THROUGH LOCAL STATE OR COUNTY AUTHORITY.

HARRY T. SWIFT # 123
INVESTIGATING OFFICER

Police Chief Menu
Offense Reports Menu
Create Offense Report

Do you want to edit? YES// **NO**

Is the report completed? **NO**

Police Chief Menu
Offense Reports Menu
Delete Offense Report

This option allows the Police Chief (or any person assigned the ESP CHIEF security key) to delete an Offense Report.

Example

UOR#: 302251030 65493000079 302251030

Are you sure you want to delete this offense report? NO// **YES**

The report is deleted.

Police Chief Menu
Offense Reports Menu
Edit a Completed Offense Report

The investigating officer uses this option after receiving a mail message from his supervisor requesting additional information be added to a completed report.

Example

```
UOR#: 302251030 700093000008          302251030
DEVICE: HOME// <RET> LAN

Press RETURN to continue or '^' to exit: ^
Do you want to edit? YES// <RET>
```

Police Chief Menu
Offense Reports Menu
Follow-Up Offense Reports
Follow-Up Entry Add/Edit

The Follow-Up Entry Add/Edit option provides the ability to add or edit follow-up investigative notes.

Example

```
UOR#: 302251030      65493000079      302251030
Do you want to print the report first? NO// NO

Select INVESTIGATOR:BROWN,ROBERT T.// SWIFTY ,JAMES
ARE YOU ADDING 'SWIFTY,JAMES' AS A NEW FOLLOW-UP (THE 2ND FOR THIS ESP
OFFENSE REPORT)? Y (YES)
INVESTIGATOR: SWIFTY,JAMES// <RET>
NOTES:
1>5-5-93 INTERVIEWED WITNESS JANE DOE, WRITTEN STATEMENT COMPLETED.
2><SPACE>
3>5-6-93 INTERVIEWED WITNESS GEORGE JONES, WRITTEN STATEMENT TAKEN .
4><RET>
EDIT Option: <RET>
```

Police Chief Menu
Offense Reports Menu
Follow-Up Offense Reports
Print Any Follow-Up Note

This option prints only follow-up notes that have been added to an original Offense Report. The PRINT ANY OR and PRINT OFFENSE REPORT options will automatically include the follow-up notes with the original Offense Report.

Example

UOR#: 302251030 65493000079 302251030
DEVICE: HOME// <RET> LAN

Press RETURN to continue or '^' to exit: <RET>

DEPARTMENT OF VETERANS AFFAIRS	PAGE 1
VA POLICE	
UNIFORM OFFENSE REPORT	
UOR# 93-02-25-1030	
VA Facility	Date/Time Printed
DALLAS TX	JUL 23,1993@11:00
Automated VA Form 10-1393	

FOLLOW-UP NOTES:

5/6/93 THESE ARE FOLLOW-UP NOTES OF THE FIRST FOLLOW-UP INVESTIGATOR.

6/3/93 I HAVE NOW RE-ENTERED MY OWN FOLLOW-UP NOTES AND HAVE MADE
A SECOND ENTRY WITHIN MY OWN AREA.

ROBERT W. JOHNSON #145
FOLLOW-UP INVESTIGATOR

FOLLOW-UP NOTES:

5-5-93 INTERVIEWED WITNESS JANE DOE, WRITTEN STATEMENT COMPLETED.

5-6-93 INTERVIEWED WITNESS GEORGE JONES, WRITTEN STATEMENT TAKEN.

5-9-93 RECOVERED STOLEN PROPERTY INTACT. ALL INDIVIDUALS INVOLVED
NOTIFIED. CASE CLOSED, NO FURTHER POLICE ACTION.

JAMES SWIFT #189
FOLLOW-UP INVESTIGATOR

Police Chief Menu
Offense Reports Menu
Missing Patient Reports
Missing Patient Report - All Cases

This option assembles a list of missing patient reactions within a selected time range. It lists all investigations whether the case is CLOSED or OPEN.

Example

START WITH DATE/TIME OF OFFENSE: FIRST// 1 1 93
GO TO DATE/TIME OF OFFENSE: LAST// <RET>
DEVICE: <RET> LAN RIGHT MARGIN: 80// <RET>

MISSING PATIENT REACTION REPORT-ALL		SEP 24,1993 08:28	PAGE 1
UOR NUMBER	NAME	LOCATION	CASE STATUS
301122100	JONES,CLYDE	WAR D 2 SOUTH	CLOSED
302150900	BROWN,WILLIE	WARD 1 EAST	CLOSED
305132015	SMITH,JOHN	WARD 3 NORTH	OPEN
306171300	JOHNSON,BILL	WARD 1 WEST	CLOSED
308011000	WILLIAMS,RANDALL	WARD 2 SOUTH	OPEN

Police Chief Menu
Offense Reports Menu
Missing Patient Reports
Missing Patient Report - Open Cases

This option assembles a list of missing patient reaction investigations with a case status of OPEN.

Example

Select Missing Patient Reports Option: **MPRO** Missing Patient Report-Open Cases
DEVICE: **<RET>** LAN RIGHT MARGIN: 80// **<RET>**

MISSING PATIENT REACTION REPORT-OPEN		SEP 24,1993 08:28	PAGE 1
UOR NUMBER	NAME	LOCATION	CASE STATUS
305132015	SMITH,JOHN	WARD 3 NORTH H	OPEN
308011000	WILLIAMS,RANDALL	WARD 2 SOUTH	OPEN

Police Chief Menu
Offense Reports Menu
Make a Report Sensitive

This option allows the Police Chief, or other persons assigned the ESP CHIEF security key, to make a completed offense report sensitive and inaccessible to others. If the report is already designated sensitive, you will be asked if you want to make it nonsensitive.

Example

UOR#: 302251030 65493000079 302251030

The report is now sensitive.

Police Chief Menu

Offense Reports Menu

Open a Closed Offense Report

This option allows a closed Offense Report to be opened and the officer to print/edit the report.

By pressing a return at the "Press RETURN to continue or '^' to exit:" prompt, the option prints out the Uniform Offense Report so that you can review it and make changes or additions as needed.

We are not showing the entire edit portion of this report since it is very lengthy.

Example

UOR#: 302251030 65493000079 302251030

 This report is now open and may be edited.

DEVICE: HOME// <RET> LAN

Press RETURN to continue or '^' to exit: ^

Do you want to edit? YES// <RET> YES

DATE/TIME RECEIVED: AUG 25,1993@10:36// <RET>

DATE/TIME OF OFFENSE: AUG 25,1993@09:30// <RET>

ENDING DATE/TIME OF OFFENSE:

Select CLASSIFICATION CODE: STOPS & ARRESTS// **ASSAULT**

ARE YOU ADDING 'ASSAULT' AS

 A NEW CLASSIFICATION CODE (THE 2ND FOR THIS ESP OFFENSE REPORT)? **Y** (YES)

TYPE: **AGGRAVATED**

CLASSIFICATION CODE: ASSULT// <RET>

TYPE: AGGRAVATED// <RET>

LOCATION: BUILDING 3, WARD 2D// **BUILDING 3, WARD 3D**

WEAPON USED: NONE// <RET>

METHOD OF OPERATION:

1>LOUD & DISORDERLY

EDIT Option: Edit line: 1

1>LOUD & DISORDERLY.

 Replace **ERLY.** With **ERLY. OFFENDER STARTED HITTING VICTIM WITH FISTS** . Replace
Edit line: <RET>

EDIT Option: <RET>

INVESTIGATING OFFICER: VINCENT,NORM// <RET>

CIP WEAPON USED: NO// <RET>

POLICE BATON USED: NO// <RET>

Police Chief Menu
Offense Reports Menu
Open a Closed Offense Report

COMPLAINANT DATA

1 BAKER, RAY
Select NUMBER: 1// ^

VICTIM DATA

1 MOORE, LESTER
Select NUMBER: 1// ^

OFFENDER DATA

1 LILLEY, FRED
Select NUMBER: 1// ^

WITNESS DATA

Select NUMBER: ^

VEHICLE INFORMATION DATA

Select VEHICLE NUMBER: ^

....

....

Do you want to close the report? **YES**

The report is now closed.

Police Chief Menu

Offense Reports Menu

Offense Match Report

This option sorts Offense Reports and displays their UOR numbers within a specified date range. The computer sorts the UORs by classification code, offender's name, investigating officer, and location. This information can be used to determine a pattern or trend.

Example

To receive correct print format, select a 132 character device!

```
START WITH DATE/TIME RECEIVED: FIRST// 10 1 92
GO TO DATE/TIME RECEIVED: LAST// <RET>
  START WITH CLASSIFICATION CODE: FIRST// ASSAULT
  GO TO CLASSIFICATION CODE: LAST// ASSAULTS
  START WITH NAME: FIRST// <RET>
  START WITH INVESTIGATING OFFICER: FIRST// <RET>
  START WITH LOCATION: FIRST// <RET>
DEVICE: <RET>    LAN    132// <RET>
```

OFFENSE REPORT MATCHES				FEB 9,1993 10:58		PAGE 1
UOR NUMBER	CLASSIFICATION	OFFENDER	STATUS	INVESTIGATOR	DATE/TIME OF OFFENSE	LOCATION
211130857	ASSAULT	CROOK, IMA	VISITOR	WAYNE	NOV 13,1992 11:01	BLDG 361
211150800	ASSAULT	DUCK, DON	EMPLOYEE	BAUER	NOV 15,1992 08:34	CANTEEN
301081619	ASSAULT	JONES, CAROL	OUTSIDER	CLARK	JAN 8,1993	BLDG 214
301151653	ASSAULT	CROOK, IMA	OUTSIDER	BROWN	JAN 15,1993 17:00	WARD 6A
301211700	ASSAULT	BROWN, BRUCE	EMPLOYEE	JONES	JAN 21,1993 16:45	BLDG 3
301260900	ASSAULT	JOHNS, BILL	VISITOR	WAYNE	JAN 26,1993 08:50	WARD 319

Police Chief Menu
Offense Reports Menu
Print Any Offense Report

This option allows the Police Chief (or any person assigned the ESP CHIEF security key) to print any Offense Report, regardless of its designated status (i.e., Incomplete, Closed, Sensitive).

Example

```
UOR#: 302251030      65493000079      302251030
DEVICE: HOME// <RET> LAN
```

Press RETURN to continue or '^' to exit: ^

Police Chief Menu
Offense Reports Menu
Review Completed Offense Report

This option allows the supervisor to review an officer's completed offense report.

If the report is complete, the supervisor can close the report. If the report needs additional information, a mail message is sent to the investigating officer by answering "NO" to the prompt "Is the report completed fully? YES//." An example of the mail message follows.

```
Subj: UOR REVIEWED  [#11295] 29 Jan 93 11:25  3 Lines
From: <JONES,HARRY>  in 'IN' basket.    Page 1
```

Your offense report, UOR # 302251030, has been reviewed and additional information is needed. Please see me for further details.

Select MESSAGE Action: IGNORE (in IN basket)//

Example

```
UOR# 302251030      65493000079    302251030
DEVICE: HOME// <RET>    LAN
```

Press RETURN to continue or '^' to exit: <RET>

The computer now provides a hard copy of the Uniform Offense Report. After printing, the computer will prompt:

```
Is the report completed fully? YES// YES
Do you want to close the report? YES
```

The report is now closed.

Police Chief Menu

Offense Reports Menu

Resume an Offense Report Entry

This option allows you to reenter the report, edit fields, and designate the report as COMPLETE This option only allows access to reports that you have entered into the file and are designated as INCOMPLETE.

Once the report is designated complete, a MailMan bulletin is dispatched to the ESP UOR COMPLETED mail group. After receiving the mail bulletin, the Police Chief or designated supervisor reviews the report. An example of the mail bulletin is provided below.

Example

UOR#: 302251030 65493000079 302251030
Do you want to print the report first? NO// <RET>
Do you want to edit? YES// YES

DATE/TIME RECEIVED: FEB 25,1993@10:30// <RET>
DATE/TIME OF OFFENSE: FEB 25,1993@10:15// <RET>
ENDING DATE/TIME OF OFFENSE: <RET>
Select CLASSIFICATION CODE: DISTURBANCE// <RET>
 CLASSIFICATION CODE: DISTURBANCE// <RET>
 TYPE: DISORDERLY CONDUCT// <RET>
LOCATION: CANTEEN// <RET>
WEAPON USED: NONE// <RET>
METHOD OF OPERATION:
 1>LOUD AND OBNOXIOUS
EDIT Option: <RET>
INVESTIGATING OFFICER: SWIFT,HARRY// <RET>
CIP WEAPON USED: NO// <RET>
POLICE BATON USED: NO// <RET>

COMPLAINANT DATA
 1 MEADOWS,MARY LOUISE
Select NUMBER: 1// <RET>

VICTIM DATA
 1 WILLIAMS,BERNICE JANE
Select NUMBER: 1// ^ <RET>

OFFENDER DATA
 1 JOHNSON,DWAYNE DAVID
 2 UNKNOWN
Select NUMBER: 2// <RET>
SEX: <RET>
RACE: CAUCASIAN// <RET>
HEIGHT: 6-00// <RET>

Police Chief Menu
Offense Reports Menu
Resume an Offense Report Entry

WEIGHT: 195// <RET>
HAIR COLOR: BROWN// <RET>
EYE COLOR: BLUE// <RET>
SKIN TONE: FAIR// <RET>
SCARS/MARKS: SCAR ON LEFT SIDE OF FACE// <RET>
PERSONAL DESCRIPTION: <RET>
Select OFFENSE COMMITTED: DISORDERLY CONDUCT// <RET>
 OFFENSE COMMITTED: DISORDERLY CONDUCT// <RET>
 OFFENSE DISPOSITION: **CHARGES PENDING**
 CHARGING DOCUMENT: <RET>

WITNESS DATA
 1 SNODGRASS,MORTAKI WILLY
Select NUMBER: 1// ^

VEHICLE INFORMATION DATA
 1 123 ABC ID
Select VEHICLE NUMBER: 1// ^

LOST PROPERTY DATA
 1 WALLET
Select ITEM NAME: WALLET// ^

PROPERTY HELD DATA

ITEM #1 ^

OTHER AGENCY

DATE/TIME NOTIFIED: FEB 25, 1993@11:00// <RET>
CONTACT PERSON: SGT RALPH WHITE// <RET>
AGENCY: IDAHO HIGHWAY PATROL// <RET>

OTHER AGENCY:

DATE/TIME NOTIFIED: FEB 25, 1993@11:05// <RET>
CONTACT PERSON: DEPUTY JOHN BROWN// <RET>
AGENCY: BUSH COUNTY SHERIFF'S DEPARTMENT// <RET>

U.S. ATTORNEY

DATE/TIME NOTIFIED: FEB 25, 1993@11:30// <RET>
Instructions Received:
 1>RALPH JONES, ADVISED TO ALLOW VICTIM TO SEEK PROSECUTION THROUGH
 2>LOCAL AUTHORITIES.
EDIT Option: <RET>

NARRATIVE:

Police Chief Menu

Offense Reports Menu

Resume an Offense Report Entry

ORIGIN:

1>ON 2/25/93 AT 1030 HOURS, I WAS NOTIFIED TO RESPOND TO THE CANTEEN
2>AREA FOR A DISTURBANCE IN PROGRESS.

EDIT Option: <RET>

INITIAL OBSERVATION:

1>UPON MY ARRIVAL I OBSERVED THE OFFENDER AND THE VICTIM IN A RATHER
2>HEATED DISCUSSION.

EDIT Option: <RET>

INVESTIGATION:

1>I INTERVENED AND SEPARATED THE TWO INDIVIDUALS TO PREVENT FURTHER
2>INCIDENT. I INTERVIEWED BOTH SUBJECTS INDEPENDENTLY. I DETERMINED
3>THAT THE OFFENDER HAD BEEN HARASSING THE VICTIM OVER A PERSONAL
4>ISSUE THAT STEMMED FROM ACTIVITIES OUTSIDE THE WORK PLACE. I ALSO
5>DETERMINED THAT THE OFFENDER HAD MADE SOME THREATS WHICH CONCERNED
6>THE VICTIM.

7><SPACE>

8>UPON PREPARING TO LEAVE THE AREA, AFTER ALL PARTICIPANTS HAD
9>ALREADY DEPARTED, I OBSERVED A BROWN WALLET LYING ON THE FLOOR.
10>THE CONTENTS OF THE WALLET IDENTIFIED THE OFFENDER AS THE OWNER.
11>I TRANSPORTED THE WALLET TO THE OPERATIONS OFFICE AND PREPARED A
12>EVIDENCE/PROPERTY CUSTODY FORM AND RELEASED THE WALLET TO THE
13>EVIDENCE CUSTODIAN. THE WALLET CONTAINED NO FUNDS, ONLY PERSONAL
14>PAPERS.

EDIT Option: <RET>

DISPOSITION:

1>I CONTACTED THE U.S. ATTORNEY'S OFFICE AND RELAYED THE DETAILS OF
2>THE INCIDENT. I WAS ADVISED TO INSTRUCT THE VICTIM TO SEEK
3>PROSECUTION THROUGH LOCAL STATE OR COUNTY AUTHORITY.

EDIT Option: <RET>

Is the report completed? **YES**

Data Validation in progress

Report Completed.

Example of MailMan Bulletin

Subj: UOR COMPLETED- READY FOR REVIEW [#11244] 25 Feb 93 12:35 1 Line
From: <SWIFT,HARRY> in 'IN' basket. Page 1

UOR # 302251030 has been investigated by SWIFT,HARRY and is ready to review.
The UOR was entered into the records by SWIFT,HARRY.

Select MESSAGE Action: IGNORE (in IN basket)//

Police Chief Menu
Offense Reports Menu
Transmit an Offense Report

This option allows the user to transmit a Uniformed Offense Report to the Office of Security and Law Enforcement, VACO, for review. It was developed to assist local field stations in complying with the 48 hour notification requirement on certain types of investigations. This option is locked with the ESP CHIEF security key and might not appear on your menu.

The mail message which is created will appear in much the same format as the printed Uniform Crime Report. There can be minor differences since it must comply with E-Mail formatting conditions such as formatting for 80 columns to fit a screen, but will contain all basic information in the Uniform Crime Report. Membership in the mail group is determined by Security & Law Enforcement program staff.

If you enter two question marks (??) at the UOR# prompt, the help screen will list the UOR numbers from which to choose. You can also enter a UOR by entering an abbreviated form of the internal entry number (e.g., 06.93 (6th report entered for 1993 at field station 7000)).

Example

UOR#: 06.93 700093000006 302240830

Mail message is now being created.
COMPLETED.

Send mail to: **G.POLICE AND SECURITY OSLE@FORUM.VA.GOV** via DALLAS.VA.GOV
And send to: <RET>

Police Chief Menu
Uniform Offense Report Worksheet

DEPARTMENT OF VETERANS AFFAIRS
VA POLICE
UNIFORM OFFENSE REPORT WORKSHEET

DATE/TIME RECEIVED:	DATE/ TIME OF OFFENSE:
____ ____ ____ _____	____ ____ ____ _____
CLASSIFICATION CODE:	
LOCATION:	WEAPON USED:
INVESTIGATING OFFICER:	FOLLOW -UP INVESTIGATOR:
METHOD OF OPERATION:	

COMPLAINANT NAME:	STATUS:
HOME ADDRESS:	HOME PHONE:
WORK ADDRESS:	WORK PHONE:

Police Chief Menu

Uniform Offense Report Worksheet

Uniform Offense Report Worksheet UOR # _____ | _____ | _____ | _____ Page 2

VICTIM NAME:		STATUS:	
SEX:	RACE	DRIVER'S LICENSE	STATE
HOME ADDRESS:		HOME PHONE:	
WORK ADDRESS:		WORK PHONE	
MEDICAL TREATMENT:			

OFFENDER NAME:		STATUS:	
SSN:	DOB:	HEIGHT	WEIGHT
HAIR COLOR	EYE COLOR	SKIN TONE	SCARS/MARKS
SEX:	RACE	DRIVER'S LICENSE	STATE
HOME ADDRESS:		HOME PHONE:	
WORK ADDRESS:		WORK PHONE	
PERSONAL DESCRIPTION:			
Hat:	Coat:	Shirt:	Pants:
OFFENSE COMMITTED:			
DISPOSITION:			

Police Chief Menu

Uniform Offense Report Worksheet

Uniform Offense Report Worksheet UOR # _____|_____|_____|_____ Page 3

WITNESS NAME:	STATUS:
HOME ADDRESS:	H OME PHONE:
WORK ADDRESS:	WORK PHONE:

VEHICLE INFORMATION:			
LICENSE TAG:	STATE:	MAKE:	MODEL:
STYLE:	COLOR:	DECAL #:	COLOR:
YEAR OF MANUFACTURE:		OWNER NAME:	

PROPERTY (LOST)	
ITEM NAME:	
DESCRIPTION:	
DOLLAR LOSS:	DOLLAR RECOVERED:

Police Chief Menu

Uniform Offense Report Worksheet

Uniform Offense Report Worksheet UOR # _____|_____|_____|_____ Page 4

WAS CIP WEAPON USED?	WAS POLICE BATON USED?
OTHER AGENCY NOTIFIED	U.S. ATTORNEY NOTIFIED
DATE/TIME NOTIFIED: CONTACT PERSON:	DATE/TIME NOTIFIED: INSTRUCTIONS RECEIVED:

NARRATIVE: ORIGIN:
INITIAL OBSERVATION:

Police Chief Menu
Uniform Offense Report Worksheet

Uniform Offense Report Worksheet UOR # _____|_____|_____|_____ Page 5

NARRATIVE (Continued)

INVESTIGATION:

DISPOSITION:

Police Chief Menu

Uniform Crime Classification Breakdown

Assaults

- Aggravated
- Dangerous
- Kidnapping
- No Weapon
- Simple

Burglaries

- All Other Areas
- Canteen
- Agent Cashier
- Locker Areas
- Office
- Pharmacy
- Vehicles

Contraband

- Drugs
 - Forged Prescriptions
 - Introduction
 - Possession
 - Sale
 - Under the Influence
- Alcohol
 - Introduction
 - Possession
 - Under the Influence
- Weapons
 - Firearms
 - Knives/Hatchets/Clubs
 - Explosives
 - Other

Disturbances

- Bomb Threats
- Demonstrations
- Disorderly Conduct
- Employee Threat
- Other Threat
- Smoking Violation
- Trespassing
- Unauthorized Photography
- Unauth/Poss/Use/Keys/Cards

Manslaughter/Murder

- Manslaughter/Murder/Negligent
- Manslaughter/Murder/Non-Neg.

Non Criminal Investigations

- Alarm Response
- Assist Law Officer
- Information
- Missing Patient Reaction
- Motor Vehicle Accident
 - Government Vehicle
 - Personal Vehicle
- Safety Hazard
- Staff Assist

Other Offenses

- Arson
- Possession of Stolen Property
- Receive/Sell Stolen Property
- Suicide
- Suicide Attempt

Rapes

- Attempted Rape
- Forcible Rape

Police Chief Menu

Uniform Crime Classification Breakdown

Robbery

- Armed Robbery
 - \$100 & Above
 - <\$100
- Strong-Armed Robbery
 - \$100 & Above
 - <\$100
- Drugs Only
- Total \$ Loss
- Total \$ Recovered

Vandalism

Vice Soliciting

- Bribery
- Forgery
- Fraud
- Gambling
- Solicitation/Prostitution
- Sexual Misconduct

Stops & Arrest

- Physical Arrests
- Stops for Questioning
 - Package Stops
 - All Other Stops

Thefts

- Coin-Operated Machines
- Actual Drug Thefts
 - Controlled Substance
 - Non-Controlled Substance
- Attempted Drug Thefts
 - Controlled Substance
 - Non-Controlled Substance
- Government Property
 - \$100 & Above
 - <\$100
- Personal Property
 - \$100 & Above
 - <\$100
- Motor Vehicles
 - Government Motor Vehicle
 - Private Motor Vehicle

Police Chief Menu

Vehicle Registrations Menu

The Vehicle Registrations Module is composed of options that allow for entry and retrieval of data that constitute the vehicle registration record. Data stored in the records is used by the VA Police to identify the owner of vehicles. These records are helpful to the VA Police if the owner of the vehicle files a report that the property has been stolen.

The information contained within this module also provides the VA Police with a method of quickly identifying that a vehicle is owned by an employee and is authorized to be on the facility grounds.

Police Chief Menu
Vehicle Registrations Menu
Car Pool Lists
Car Pool Availability List

This option allows the user to generate a list, by zip code, of individuals with registered vehicles. The zip code field of the ESP MASTER NAME INDEX file (#910) must contain the zip code information for the entry to be included on this list.

The list indicates whether the individual does participate in car pooling, does not participate, or has not indicated a preference.

Example

Select Car Pool Lists Option: **ACPA** Car Pool Availability List
DEVICE: **<RET>** LAN RIGHT MARGIN: 80// **<RET>**

```
CAR POOL AVAILABILITY LIST                                JUL  6,1993  11:05 PAGE 1
DECAL                                                    CAR
#      COLOR      OWNER      SERVICE      ZIP CODE      POOLS
-----
1235    BLUE      JONES,MARY    PATHOLOGY    81902
0121    RED       PATRICK,RALPH RADIOLOGY    81902          YES

0002    BLUE      JONES,RICHARD MEDICAL RECORDS 72116          NO
0001    RED       JOHNSON,BILL  RESEARCH     72116
0007    BLUE      FURNS,JAMES   LIBRARY      72116          YES

1234    RED       BROWN,JERALD  IRMS         75090
4756    RED       BURNS,WILBER  NURSING      75090          YES

4567    RED       FREESE,ALICIA SURGERY       77432          YES

6656    RED       JONES,RALPH   SURGERY      93536          NO
6652    RED       MARKUS,BILL   RESEARCH     93536          YES
6654    BLUE      ROSS,JOHN     SUPPLY       93536          YES
```

Police Chief Menu
Vehicle Registrations Menu
Car Pool Lists
Assigned Car Pool Spaces

This option is used to generate a list of vehicles assigned to car pool parking spaces.

Example

Select Car Pool Lists Option: **ACPS** Assigned Car Pool Spaces
DEVICE: **<RET>** LAN RIGHT MARGIN: 80// **<RET>**

CAR POOL ASSIGNMENT LIST			JUL 6,1993	11:05	PAGE 1
DECAL	COLOR	OWNER	SERVICE	ASSIGNED SPACE	CAR POOLS
0999	BLUE	JONES,BILL	SUPPLY	111	YES
1000	GREEN	SMITH,JOHN	ENGINEER	123	YES
1235	BLACK	JOHNSON,MARK	IRMS	145	YES
1238	GREEN	SMITH,RALPH	RESEARCH	345	YES
1457	BLUE	SMYTHE,JAMES	NURSING	411	YES
1527	BLUE	JONES,LINDA	LIBRARY	414	YES

Police Chief Menu

Vehicle Registrations Menu

Create/Edit Vehicle Registration

This option allows the user to add or edit vehicle registration information. You may add a new person to the ESP MASTER NAME INDEX file (#910) through this option.

Example

NAME: **JOHNSON,DWA** YNE DAVID 223457893 04-03-57 EMPLOYEE

This name is already in the Master Name Index file.

Name: JOHNSON,DWAYNE DAVID SSN: 223457893
DOB: APR 03, 1957 SEX: M RACE: CAUCASIAN

Is this the correct one? **YES**

Do you want to edit this record? NO// **YES**

1) Name: JOHNSON,DWAYNE DAVID
SSN: 223457893
DOB: APR 03, 1957
SEX: M
RACE: CAUCASIAN
Category: E
Driver's License #: 222338383
State: MASSACHUSETTS

3) Service: AMBULATORY CARE
ID Badge:

Show More? YES// **<RET>**

4) Place of Employment:

Address:

Address [Line 2]:

City:

State:

Zip:

Office Phone: X437

Show More? YES// **<RET>**

2) Height: 6-00

Weight: 195

Hair Color: BROWN

Eye Color: BLUE

Skin Tone: FAIR

Scars/Marks:

5) Home Address:

137 OLD HOME PLACE

Home Address [Line 2]:

BOX 234

City: ANYWHERE

State: MASSACHUSETTS

Zip: 23478

Home Phone: 530-234-1897

6) Alias:

7) Remarks:

Enter: **<RET>** to continue or 1-7 to edit: **<RET>**

Police Chief Menu
Vehicle Registrations Menu
Create/Edit Vehicle Registration

DECAL: **3456**

NO MATCH FOUND.

Do you want to add this decal #? YES// **<RET>**

DECAL COLOR: **BLUE**

DATE ASSIGNED: **10 12 93** (OCT 12, 1993)

SHORT DESCRIPTION: **4 WHEEL DRIVE**

LICENSE TAG NUMBER: **893 OTD**

STATE: **TX** TEXAS

VEHICLE MAKE: **FORD**

VEHICLE MODEL: **F150**

VEHICLE STYLE: **PICKUP TRUCK**

VEHICLE COLOR: **RED**

YEAR OF MANUFACTURE: **1993** (1993)

ASSIGNED PARKING SPACE: **149**

CAR POOL MEMBER: **YES**

REMARKS:

1>**<RET>**

VA TAG ID: 3456

DECAL COLOR: BLUE

Date Assigned: OCT 12, 1993

SHORT DESCRIPTION: 4 WHEEL DRIVE

LICENSE TAG NUMBER: 893 OTD

STATE: TEXAS

VEHICLE MAKE: FORD

VEHICLE MODEL: F150

VEHICLE STYLE: PICKUP

VEHICLE COLOR: RED

Year of Manufacture: 1993

ASSIGNED PARKING SPACE: 149

CAR POOL MEMBER: YES

REMARKS:

READY TO UPDATE? YES// **<RET>**

Updating

Done

Police Chief Menu
Vehicle Registrations Menu
Identify Unknown Vehicle

This option allows police staff to run a check of vehicle registration records when only a limited amount of information is known about the vehicle. This is particularly useful when conducting investigations involving hit and run vehicles.

Example

```
START WITH VEHICLE COLOR: FIRST// WHITE
GO TO VEHICLE COLOR: LAST// WHITE
  START WITH VEHICLE MAKE: FIRST// CHEVROLET
  GO TO VEHICLE MAKE: LAST// CHEVROLET
    START WITH STATE: FIRST// <RET>
  DEVICE: <RET>    LAN    132// <RET>
```

ESP POLICE REGISTRATION LOG LIST FEB 9,1993 10:57 PAGE 1

VA TAG ID: 546	DECAL COLOR: BLACK
OWNER NAME: JOHNSON, RANDOPH WAYNE	
REGISTRATION TYPE: VEHICLE	DATE ASSIGNED: DEC 5, 1991
LICENSE TAG NUMBER: 150 YTS	STATE: MARYLAND
VEHICLE MAKE: CHEVROLET	VEHICLE MODEL: LUMINA
VEHICLE STYLE: 4 DOOR	VEHICLE COLOR: WHITE
YEAR OF MANUFACTURE: 1989	
CAR POOL MEMBER: YES	
VA TAG ID: 0001	DECAL COLOR: RED
OWNER NAME: JONES, ROBERT P.	REGISTRATION TYPE: VEHICLE
DATE ASSIGNED: JUN 10, 1992	SHORT DESCRIPTION: THIS GUY IS BAD!
LICENSE TAG NUMBER: TIE888	STATE: ARKANSAS
VEHICLE MAKE: CHEVROLET	VEHICLE MODEL: PICKUP
VEHICLE STYLE: 2 DOOR	VEHICLE COLOR: WHITE
YEAR OF MANUFACTURE: 1991	ASSIGNED PARKING SPACE: LP 237
CAR POOL MEMBER: NO	

Police Chief Menu
Vehicle Registrations Menu
Lookup Vehicle Registration

This option can be used to lookup a vehicle registration by plate number, decal number, or the owner's name.

Example

Select Vehicle Registration: **ABC869** 456 GREEN

VA TAG ID: 456

DECAL COLOR: GREEN

OWNER NAME: JOHNSON,DWAYNE DAVID

REGISTRATION TYPE: VEHICLE

DATE ASSIGNED: MAR 1, 1992

LICENSE TAG NUMBER: ABC 123

STATE: MARYLAND

VEHICLE MAKE: FORD

VEHICLE MODEL: ESCORT

VEHICLE STYLE: 4 DOOR

VEHICLE COLOR: MAROON

YEAR OF MANUFACTURE: 1987

CAR POOL MEMBER: YES

VEHICLE: WALL,RUSSELL

Police Chief Menu

Vehicle Registrations Menu

Print Vehicle Registration Log

This option allows police staff to generate a list of all vehicle registrations on file. The option is locked with the ESP CHIEF security key to prevent unnecessary system workload.

Example

To receive correct print format, select a 132 character device!

DEVICE: <RET> LAN RIGHT MARGIN: 132// <RET>

```
VEHICLE REGISTRATION LOG                                JUL  6,1993  11:05  PAGE 1
                LICENSE TAG
DECAL  OWNER          STATUS  NUMBER  VEHICLE MAKE MODEL    STYLE  COLOR  YEAR
-----
456    NEW,PERSON      VOLUNTEER 123TAG  FORD          F100      TRUCK   RED    1908
456    JOHNSON,DWAYNE  EMPLOYEE ABC869  OLDSMOBILE   DELTA 88  4 DOOR  BEIGE  1984
493    BAKER,RALPH     EMPLOYEE 10BYX   MAZDA        280Z     2 DOOR  BLUE   1992
1235   BROWN,GARY      EMPLOYEE AB V 123 CHEVROLET    CITATION 2 DOOR  GRAY   1985
4756   BROWN,WALTER    EMPLOYEE 123 TAG  BENTLEY      MAJOR    4 DOOR  WHITE  1992
7890   JONES,JOHN      EMPLOYEE UDI 128  CADILLAC     SEVILLE 4 DOOR  GRAY   1992
8001   SMITH,JOHN      PATIENT  123ABC  FORD         MUSTANG  2 DR    BLUE   1992
8232   JOSHUA,JO       OUTSIDER GPL123  CHEVROLET    S10      TRUCK   GREEN  1952
```

Police Chief Menu
Violations Menu

The Violations Module allows access to entering and updating data contained on issued U.S.D.C. Violations Notices and VA Courtesy Warnings. You can also print reports using data stored in the ESP VIOLATIONS file (#914). The accessibility of the options will differ based upon your assigned primary menu.

Police Chief Menu

Violations Menu

Create Courtesy Violation Notice Entry

This option allows entering or editing of information contained on the Courtesy Violation Notice. The Offense Description field may be used to enter any observations you feel might be useful in future violations.

Example

NAME: **JOHNSON,DWAYNE** DAVID 223457893 04-03-57 EMPLOYEE

This name is already in the Master Name Index file.

Name: JOHNSON,DWAYNE DAVID SSN: 223457893
DOB: APR 3,1957 SEX: M RACE: CAUCASIAN

Is this the correct one? **YES**

Do you want to edit this record? NO// **YES**

1) Name: JOHNSON,DWAYNE DAVID
SSN: 223457893
DOB: APR 3,1957
SEX: M
RACE: CAUCASIAN
Category: E
Driver's License #: 222338383
State: MASSACHUSETTS

2) Height:
Weight:
Hair Color:
Eye Color:
Skin Tone:
Scars/Marks:

3) Service: AMBULATORY CARE
ID Badge:

Show More? YES// **<RET>**

4) Place of Employment:

Address:

Address [Line 2]:

City:

State:

Zip:

Office Phone: X437

Show More? YES// **<RET>**

5) Home Address:
137 OLD HOME PLACE
Home Address [Line 2]:
BOX 234
City: ANYWHERE
State: MASSACHUSETTS
Zip: 23478
Home Phone: 530-234-1897

6) Alias:

7) Remarks:

Enter: **<RET>** to continue, 1-7 to edit, or '^' to abort: **<RET>**

Now returning to the Offense Report!

NO EXISTING VIOLATIONS FOR JOHNSON,DWAYNE DAVID

Do you want to add a new violation? YES// **<RET>**

Police Chief Menu
Violations Menu
Create Courtesy Violation Notice Entry

DATE/TIME OF OFFENSE: **T-1@1000** (FEB 15, 1993@10:00)

OFFENSE CHARGED: **SPEEDING**

1	SPEEDING/ BY UP TO 10 MPH	1.218(b) VA REG	34
2	SPEEDING/ BY UP TO 20 MPH	1.218(b) VA REG	34
3	SPEEDING/ OVER 20 MPH	1.218(b) VA REG	34

CHOOSE 1-3: **2 <RET>**

ISSUING OFFICER: **BROWN, W** ILLIAM

LOCATION: **AVENUE K AND 9TH STREET**

OFFENSE DESCRIPTION: **REALLY MOVING ALONG.**

DECAL #: **1345**

DECAL COLOR: **BLUE**

LICENSE TAG #: **123 DKZ**

LICENSE TAG STATE: **AR**

1	ARIZONA
2	ARKANSAS

CHOOSE 1-2: **1**

VEHICLE MAKE: **FORD**

VEHICLE MODEL: **GALAXIE**

VEHICLE STYLE: **4 DOOR**

VEHICLE COLOR: **GREEN**

1	GREEN
2	GREEN, DARK
3	GREEN, LIGHT

CHOOSE 1-3: **1**

YEAR OF MANUFACTURE: **89** (1989)

Updating.

Done.

Police Chief Menu

Violations Menu

Create Violation Notice Entry

This option allows entering or editing of information contained on the United States District Court Violation Notices. You can get a list of disposition codes by entering two question marks at the Disposition field.

Example

NAME: **JOHNSON,DWAYNE** DAVID 223457893 04-03-57 EMPLOYEE

This name is already in the Master Name Index file.

Name: JOHNSON,DWAYNE DAVID SSN: 223457893
DOB: APR 3,1957 SEX: M RACE: CAUCASIAN

Is this the correct one? **YES**

Do you want to edit this record? NO// **<RET>**

Now returning to the Violation Notice!

EXISTING VIOLATIONS FOR JOHNSON,DWAYNE DAVID

ID#	DATE/TIME OF OFFENSE	OFFENSE CHARGED	TYPE
700093000001	FEB 15, 1993@10:00	SPEEDING/ BY UP TO 20 MPH	COURTESY

Do you want to add a new violation? YES// **<RET>**

DATE/TIME OF OFFENSE: **T-1@1005** (FEB 15, 1993@10:01)
OFFENSE CHARGED: **ENTRY INTO AREAS POSTED** 1.218(b) VA REG 8
VIOLATION NUMBER: **128384**
ISSUING OFFICER: **BROWN,WALTER**
LOCATION: **AVENUE K AND 9TH STREET**
OFFENSE DESCRIPTION: **ACTING SUSPICIOUS**
DECAL #: **1324**
DECAL COLOR: **BLUE**
LICENSE TAG #: **123 ABJ**
LICENSE TAG STATE: **ARIZONA**
VEHICLE MAKE: **FORD**
VEHICLE MODEL: **GALAXIE**
VEHICLE STYLE: **4 DOOR**
VEHICLE COLOR: **GREEN**
1 GREEN
2 GREEN, DARK
3 GREEN, LIGHT
CHOOSE 1-3: **1**
YEAR OF MANUFACTURE: **89** (1989)
COURT DATE: **T+21** (MAR 09, 1993)
DISPOSITION: **??**

Enter the code designating the disposition of this case. The disposition entered must be contained in the ESP DISPOSITION CODE file (911.2).

Police Chief Menu
Violations Menu
Create Violation Notice Entry

CHOOSE FROM:

DISMISSED
GUILTY/FINED
GUILTY/IMPRISONED & FINED
GUILTY/IMPRISONMENT
GUILTY/INCREASED FINE
GUILTY/PROBATION
GUILTY/REDUCED FINE
GUILTY/SUSPENDED FINE
NOT GUILTY
OPEN/CVB
OPEN/FAILED TO APPEAR
OPEN/ISSUED WARRANT
OPEN/REFERRED TO COURT
OPEN/REQUESTED WARRANT
PROBATION BEFORE VERDICT
VOID
WARNED

Enter the name of the disposition code that you are adding.

DISPOSITION: **OPEN/REFERRED TO COURT**

REMARKS:

1><RET>

Updating.

Done.

Police Chief Menu
Violations Menu
Print a Violation by Name

This option allows police staff to print a specific Courtesy Violation entry.

Example

OFFENDER NAME: **JOHNSON,DWAYNE** DAVID 223457893 04-03-57
EMPLOYEE
1 700093000001 02-15-93 SPEEDING/ BY UP TO 20 MPH COURTESY
2 700093000002 02-15-93 ENTRY INTO AREAS POSTED USDCVN 128384
CHOOSE 1-2: **1** 700093000001
DEVICE: HOME// **<RET>** LAN

Press RETURN to continue or '^' to exit: **<RET>**

* * * COURTESY VIOLATION NOTICE * * *

DATE/TIME OF OFFENSE: FEB 15, 1993@10:00
OFFENSE CHARGED: SPEEDING/ BY UP TO 20 MPH
INVESTIGATING OFFICER: JONES,RALPH
LOCATION: AVENUE K AND 9TH STREET
OFFENSE DESCRIPTION: REALLY MOVING ALONG.
OFFENDER: JOHNSON,DWAYNE DAVID
DRIVER'S LICENSE #: 222338383 STATE: MASSACHUSETTS
HOME ADDRESS: 137 OLD HOME PLACE
BOX 234
ANYWHERE,MASSACHUSETTS 23478
DECAL # & COLOR: 9999 BLUE TAG # & STATE: 123 DKZ ARIZONA
MAKE: FORD MODEL: GALAXIE
STYLE: 4 DOOR VEHICLE COLOR: GREEN YEAR: 1989

Police Chief Menu
Violations Menu
Print a U.S.D.C. Violation by #

This option allows police staff to print a specific United States District Court Violation Notice (USDCVN) record by the Violation Number or by the name of the individual issued the Violation Notice.

Example

VIOLATION #: **JOHNSON,DWAYNE** DAVID 223457893 04-03-57 EMPLOYEE
700093000002 02-15-93 ENTRY INTO AREAS POSTED USDCVN 128384
DEVICE: HOME// <RET> LAN

Press RETURN to continue or '^' to exit: <RET>

* * * VIOLATION NOTICE * * *
VIOLATION #: 128384

DATE/TIME OF OFFENSE: FEB 15, 1993@10:01
OFFENSE CHARGED: ENTRY INTO AREAS POSTED
INVESTIGATING OFFICER: BROWN,ROBERT
LOCATION: AVENUE K AND 9TH STREET
OFFENSE DESCRIPTION: ACTING SUSPICIOUS.
OFFENDER: JOHNSON,DWAYNE DAVID
DRIVER'S LICENSE #: 222338383 STATE: MASSACHUSETTS

HOME ADDRESS: 137 OLD HOME PLACE
BOX 234
ANYWHERE,MASSACHUSETTS 23478
HOME PHONE: 530-234-1897
BIRTH DATE: APR 3, 1957 SEX: MALE
RACE: CAUCASIAN HEIGHT: 6-00 WEIGHT: 195
DECAL # & COLOR: 9999 BLUE TAG # & STATE: 123 ABJ ARIZONA
MAKE: FORD MODEL: GALAXIE
STYLE: 4 DOOR VEHICLE COLOR: GREEN YEAR: 1989
COURT DATE: MAR 9, 1993 DISPOSITION: OPEN/REFERRED TO COURT
REMARKS:

Police Chief Menu

Violations Menu

Update Violation Notice Entry

This option allows police staff to update status information on a United States District Court Violation Notice record.

Example

NAME: **JOHNSON,DWAYNE** DAVID 223457893 04-03-57 EMPLOYEE

This name is already in the Master Name Index file.

Name: JOHNSON,DWAYNE DAVID SSN: 223457893
DOB: APR 3,1957 SEX: M RACE: CAUCASIAN

Is this the correct one? **YES**

Do you want to edit this record? NO// **<RET>**

Now returning to the Violation Notice!

Select ESP VIOLATIONS ID NUMBER: **128384** 700093000002 02-15-93 ENTRY
INTO AREAS POSTED USDCVN 128384
DATE/TIME OF OFFENSE: FEB 15,1993@10:01// **<RET>**
OFFENSE CHARGED: ENTRY INTO AREAS POSTED// **<RET>**
VIOLATION NUMBER: 128384// **<RET>**
ISSUING OFFICER: BAUER,WALTER// **<RET>**
LOCATION: AVENUE K AND 9TH STREET Replace **<RET>**
OFFENSE DESCRIPTION: ACTING SUSPICIOUS.// **<RET>**
OFFENDER: JOHNSON,DWAYNE DAVID// **<RET>**
DECAL #: 1324// **<RET>**
DECAL COLOR: BLUE// **<RET>**
LICENSE TAG #: 123 ABJ// **<RET>**
LICENSE TAG STATE: ARIZONA// **<RET>**
VEHICLE MAKE: FORD// **<RET>**
VEHICLE MODEL: GALAXIE// **<RET>**
VEHICLE STYLE: 4 DOOR// **<RET>**
VEHICLE COLOR: GREEN// **<RET>**
YEAR OF MANUFACTURE: 1989// **<RET>**
DISPOSITION: OPEN/REFERRED TO COURT// **GUILTY/FINED**
DISPOSITION: GUILTY/FINED// **<RET>**
REMARKS: **<RET>**
1>**<RET>**

Police Chief Menu

Violations Menu

Violations Issued by Officer

This option generates a list of violations issued by a specified police officer (or officers) for a specified date range. You can also sort the list by type of offense charged.

Example

To receive correct print format, select a 132 character device!

```
START WITH ISSUING OFFICER: FIRST// BROWN
GO TO ISSUING OFFICER: LAST// BROWN
  START WITH DATE/TIME OF OFFENSE: FIRST// <RET>
    START WITH OFFENSE CHARGED: FIRST// <RET>
DEVICE: <RET>   LAN   RIGHT MARGIN: 132// <RET>
```

```
VIOLATIONS ISSUED BY OFFICER          FEB 16,1993  12:11          PAGE 1
                                TICKET  VIOLATION                ISSUING
DATE/TIME OF OFFENSE TYPE      NUMBER  OFFENSE CHARGED        OFFENDER  OFFICER
-----
DEC 8,1992  17:00  USDCVN   107839  SPEEDING/ BY 10 MPH      JONES,RALPH BROWN
DEC 5,1992  10:00  COURTESY          SPITTING ON PROPERTY    MOORE,BILL  BROWN
JAN 7,1993  18:45  USDCVN   107840  FAILURE TO STOP         DUCK,DONALD BROWN
FEB 4,1993  10:00  COURTESY          SPEEDING/ BY 20 MPH      JONES,DAVID BROWN
FEB 5,1993  10:01  USDCVN   128384  ENTRY INTO AREAS POSTED JONES,DAVID BROWN
```

Police Chief Menu

Violations Menu

Violation Match Report

This option allows police staff to generate a site-specific report from information contained within the ESP VIOLATIONS file (#914). You can use this option to customize a report for local site needs.

Example

To receive correct print format, select a 132 character device!

START WITH DATE/TIME OF OFFENSE: FIRST// 10 1 92

GO TO DATE/TIME OF OFFENSE: LAST// <RET>

START WITH OFFENSE CHARGED: FIRST// <RET>

START WITH OFFENDER: FIRST// <RET>

START WITH ISSUING OFFICER: FIRST// <RET>

DEVICE: <RET> LAN RIGHT MARGIN: 132// <RET>

VIOLATION MATCH LIST				FEB 9,1993 10:57	PAGE 1
DATE/TIME OF OFFENSE	TICKET TYPE	VIOLATION NUMBER	OFFENSE CHARGED	OFFENDER	ISSUING OFFICER
OCT 10,1992 16:00	USDCVN	105234	FAILURE TO STOP	BROWN,WALTER	JONES
DEC 8,1992 17:00	USDCVN	107839	SPEEDING/BY UP TO 10 MPH	BROWN,JOHN	BROWN
DEC 9,1992 09:00	USDCVN	135987	PARKING IN ROADWAY	JONES,JOE	SWIFT
DEC 11,1992 09:00	USDCVN	134598	DISORDERLY CONDUCT	JONES,GEORGE	SWIFT
DEC 13,1992 13:00	USDCVN	230001	PARKING IN GRASS	SMITH,JOHN	WHITE
DEC 14,1992 12:05	COURTESY		PARKING IN ROADWAY	SMITH,JOHN	WYATT
DEC 15,1992 10:00	COURTESY		SPITTING ON PROPERTY	SMYTHE,BILL	BROWN
JAN 17,1993 18:45	USDCVN	123789	FAILURE TO STOP	DUCK,DONALD	BAIRD

Police Chief Menu
Violations Menu
Violation Notices Issued Report

This option allows police staff to print a list of all United States District Court Violations issued within a selected date range.

Example

To receive correct print format, select a 132 character device!

START WITH DATE/TIME OF OFFENSE: FIRST// <RET>
DEVICE: <RET> LAN RIGHT MARGIN: 132// <RET>

U.S.D.C. VIOLATIONS ISSUED				JUL 27,1993 09:06		PAGE 1
DATE/TIME OF OFFENSE	TICKET TYPE	VIOLATION NUMBER	OFFENSE CHARGED	OFFENDER	ISSUING OFFICER	
JUN 28,1993 09:00	USDCVN	11182	ASSAULT W/INTENT FELONY	JONES, RALPH	JOHNSON	
JUN 28,1993 09:00	USDCVN	11991	ASSAULT W/ INTENT FELONY	JANES,MARY	ROBERTS	
JUN 28,1993 09:00	USDCVN	39393	ASSAULT W/INTENT FELONY	SMITH,HAROLD	JONES	
DEC 11,1992 09:00	USDCVN	13459	DISORDERLY CONDUCT	ROGERS,LUKE	JOHNSON	
JUL 8,1993 11:45	USDCVN	34567	DRIVING UNDER THE INFLUENCE	AMES,LUTHER	MARSHAL	
FEB 12,1992 10:00	USDCVN	93928	ENTRY INTO AREAS POSTED	JONES,RUDOLPH	ROBERTS	
JAN 17,1992 12:52	USDCVN	83423	HANDICAP PARKING	WILLIAMS,LOU	DENNARD	

Police Chief Menu

Violations Menu

Warnings and Violations Issued Report

This option allows police staff to print a list of all Courtesy Warnings and United States District Court Violations issued within a selected date range.

Example

To receive correct print format, select a 132 character device!

START WITH DATE/TIME OF OFFENSE: FIRST// <RET>
DEVICE: <RET> LAN RIGHT MARGIN: 132// <RET>

WARNINGS/VIOLATIONS ISSUED			JUL 27,1993 09:08 PAGE 1		
TICKET		VIOLATION		ISSUING	
DATE/TIME OF OFFENSE	TYPE	NUMBER	OFFENSE CHARGED	OFFENDER	OFFICER
JAN 14,1992 14:00	USDCVN	22828	PARKING IN NO-PARKING AREAS	JONES,JANE	JOHNSON
JAN 17,1992 09:59	COURTESY		THEFT -GOVERNMENT PROPERTY	HOOD,ROBIN	HAROLDS
JAN 17,1992 12:52	USDCVN	28228	HANDICAP PARKING	JOHNSON,BILL	JONES
JAN 22,1992 15:22	COURTESY		SPEEDING/ BY UP TO 20 MPH	JONES,FRANK	JOHNSON
JAN 24,1992 15:01	COURTESY		SPEEDING/ BY UP TO 10 MPH	WILLIAMS,FRED	JONES
JAN 24,1992 15:04	USDCVN	29292	SPEEDING/ BY UP TO 30 MPH	JONES,WILLIE	ROBERTS
FEB 12,1992 10:00	USDCVN	93928	ENTRY INTO AREAS POSTED	JONES,RUDOLPH	ROBERTS
SEP 1,1992 09:00	COURTESY		SPITTING ON PROPERTY	WILLIAMS,BILL	MARKSON
OCT 10,1992 16:00	USDCVN	14534	FAILURE TO STOP AT STOP	BROWN,WALTER	NORTON

Police Chief Menu
Wants & Warrants Menu

The Wants & Warrants Module is composed of five options that allow for entry and retrieval of information pertinent to person(s) who need to be identified within the VA Police files and daily operations. The person(s) entered into these records are either under some type of criminal or civil court order or can be someone who is wanted in connection with a current police investigation.

The module has been given enough flexibility to include information generated by the VA Police operations or by outside law enforcement or health care agencies who work with the VA Police on a regular basis. It has also been designed to allow for a variety of reasons why the VA Police need to be aware that particular attention should be directed to an individual.

Police Chief Menu

Wants & Warrants Menu

Create/Edit Wants & Warrants Record

This option allows the user to enter a new entry or edit an existing entry within the ESP WANTS & WARRANTS file (#913).

Example

Select ESP WANTS & WARRANTS NAME: **JOHNSON,DWA** YNE DAVID 223457893 04-03-47
PATIENT
ARE YOU ADDING 'JOHNSON,DWAYNE DAVID' AS
A NEW ESP WANTS & WARRANTS (THE 6TH)? **Y** (YES)
NAME: JOHNSON,DWAYNE DAVID// **<RET>**
ISSUE DATE: **T-2** (JAN 30, 1993)
EXPIRE DATE: **<RET>**
UOR#: **2-1-93@1000** FEB 1, 1993@10:00
ACTION: **D** DETAIN
DETAINDER STATUS: **A** ACTIVE
WARRANT TYPE: **H** HEARING OFFICER COMMITTED
ISSUING AGENCY: **WALTHAM STATE HOSPITAL**
WARRANT #: **103239**
WARRANT DATE: **T-2** (JAN 30, 1993)
REPORTING OFFICER: **SWIFT**
1 SWIFT,HARRY 234987234 02-07-55 EMPLOYEE
2 SWIFTY,JAMES 222000111 07-04-72 EMPLOYEE
CHOOSE 1-2: **1**
REVIEWED BY: **SWIFTY,JAMES** 222000111 07-04-72 EMPLOYEE
REVIEW DATE: **T** (FEB 01, 1993)
ADMISSION DATE: **T** (FEB 01, 1993)
WARD: **1H**
Select CHARGES: **<RET>**
Select NOTIFY PERSON: **DR. JAMES JOHNSON**
ARE YOU ADDING 'DR. JAMES JOHNSON' AS A NEW NOTIFY PERSON (THE 1ST FOR THIS
WANTS & WARRANTS)? **Y** (YES)
NOTIFY TIME: **<RET>**
PHONE NUMBER: **1-213-7832-1000**
REMARKS (CAUTION):
1>**PATIENT IS CONSIDERED TO BE SUICIDAL AND HAS EXPRESSED DESIRE TO**
2>**CAUSE INJURY TO MEMBERS OF HIS FAMILY.**
3>**<RET>**
EDIT Option: **<RET>**

Police Chief Menu
Wants & Warrants Menu
Lookup Wants & Warrants Record

This option allows the user to do an inquiry on a specific Wants & Warrants record.

Example

Select ESP WANTS & WARRANTS NAME: **JOHNSON,DWAYNE DAVID** 223457893 04-03-47
PATIENT

DEVICE: <RET> LAN RIGHT MARGIN: 80// <RET>

ESP WANTS & WARRANTS LIST FEB 1,19 93 10:22 PAGE 1

NAME: JOHNSON,DWAYNE DAVID	ISSUE DATE: JAN 30, 1993
UOR NUMBER: 302011000	ACTION: DETAIN
DETAINDER STATUS: ACTIVE	WARRANT TYPE: HEARING OFFICER COMMITTED
ISSUING AGENCY: WELCH STATE HOSPITAL	
WARRANT #: 103239	WARRANT DATE: JAN 30, 1993
REPORTING OFFICER: SWIFT,HARRY	REVIEWED BY: SWIFTY,JAMES
REVIEW DATE: FEB 1, 1993	ADMISSION DATE: FEB 1, 1993
WARD: PSYCH	
NOTIFY PERSON: DR. JAMES JOHNSON	
REMARKS (CAUTION):	PATIENT IS CONSIDERED TO BE SUICIDAL AND HAS EXPRESSED
DESIRE TO CAUSE INJURY TO MEMBERS OF HIS FAMILY.	

Police Chief Menu
Wants & Warrants Menu
Print Active Wants & Warrants

This option generates a print of all Wants & Warrants records with a status of OPEN.

Example

Select Wants & Warrants Option: **PAW** Print Active Wants & Warrants

DEVICE: <RET> LAN RIGHT MARGIN: 80// <RET>

WANTS & WARRANTS LIST			FEB 1,1993 10:22	PAGE 1
NAME	ACTION	DETAINER STATUS	WARRANT TYPE	REVIEW DATE
DUKE,DAFFY	DETAIN	ACTIVE	HEARING OFFICER	JAN 11,1993
DUKE,DONALD	ARREST	ACTIVE	STATE WARRANT	JAN 7,1993
DUDE,DEAL	ARREST	ACTIVE	FEDERAL WARRANT	JAN 19,1993
GOODWIN,CHRISTOPHER	OBSERVE	ACTIVE	QUESTIONING	JUN 15,1992
JOHNSON,DWAYNE DAVID	DETAIN	ACTIVE	HEARING OFFICER	FEB 1,1993

Police Chief Menu

Wants & Warrants Menu

Personal Descriptor Lookup

This option allows a quick scan of the ESP MASTER NAME INDEX file (#910) and produces a print of all persons matching the range of descriptive information entered. This could be useful when an investigation in progress has produced only limited descriptive information on the alleged offender.

Example

```
START WITH RACE: FIRST// CAU
GO TO RACE: LAST// CAU
  START WITH SEX: FIRST// MALE
  GO TO SEX: LAST// MALE
    START WITH HEIGHT: FIRST// 5-05
    GO TO HEIGHT: LAST// 6-02
      START WITH WEIGHT: FIRST// 175
      GO TO WEIGHT: LAST// <RET>
DEVICE: <RET>   LAN           RIGHT MARGIN: 80// <RET>
```

NAME: WRIGHT,RANDOLPH JAMES	DOB: FEB 29,1952	SSN: 234765098
RACE: CAUCASIAN	HEIGHT: 5-11	WEIGHT: 185
EYES: BLUE HAIR: BROWN	SCARS/MARKS: 4 fingers on left hand	
AKA: WILD BILL	CATEGORY: PATIENT	
NAME: SWIZZER,RONALD	DOB: SEP 1,1900	SSN: 123456789
RACE: CAUCASIAN	HEIGHT: 5-11	WEIGHT: 185
EYES: HAZEL HAIR: BROWN	SCARS/MARKS: 4 fingers on left hand	
AKA: WINO	CATEGORY: EMPLOYEE	
NAME: DUMMERT,JOHN TED	DOB: JAN 1,1970	SSN: 111223333
RACE: CAUCASIAN	HEIGHT: 6'	WEIGHT: 180
EYES: BROWN HAIR: BROWN	SCARS/MARKS: NONE	
AKA: UGLY	CATEGORY: PATIENT	

Police Chief Menu
Wants & Warrants Menu
Print Wants & Warrants Records

This option generates a print of all Wants & Warrants records on file.

Example

Select Wants & Warrants Option: **PWR** Print Wants & Warrants Records
START WITH ISSUE DATE: FIRST// **6 1 92**
GO TO ISSUE DATE: LAST// **1 15 93**
DEVICE: **<RET>** LAN RIGHT MARGIN: 80// **<RET>**

WANTS & WARRANTS LIST			FEB 1,1993 10:22	PAGE 1
NAME	ACTION	DETAINER STATUS	WARRANT TYPE	REVIEW DATE
DUKE,DAFFY	DETAIN	ACTIVE	HEARING OFFICER	JAN 11,1993
DUKE,DONALD	ARREST	ACTIVE	STATE WARRANT	JAN 7,1993
DUDE,NEAL	ARREST	ACTIVE	FEDERAL WARRANT	JAN 19,1993
GOODWIN,CHRISTOPHER	OBSERVE	ACTIVE	QUESTIONING	JUN 15,1992
JOHNSON,DWAYNE DAVID	DETAIN	ACTIVE	HEARING OFFICER	FEB 1,1993
JOSHUA,JOHN A.	FI & REL	INACTIVE	QUESTIONING	JAN 13,1993

Police Chief Menu

Daily Activity Module

The Daily Activity Module consists of two options which allow you to enter and retrieve workload statistical data. The activities included are the same ones as last designated in the Quarterly Activity Report, prior to the demise of the Staffing Guidelines Program.

Each Police Chief will have the ability to add subclassification breakdowns to allow s/he to more accurately track specific work activities at thier medical center. This can be accomplished by using the Activity Code Add/Edit option in the Package Management menu.

Police Chief Menu

Daily Activity Module

Create/Add Daily Activity Entry

This option allows the user to enter Daily Activity Report information for each officer assigned to work a shift during a 24 hour period.

Example

```
Select ESP ACTIVITY REPORT DATE: T  FEB  1, 1993
ARE YOU ADDING 'FEB  1, 1993' AS A NEW ESP ACTIVITY REPORT (THE 7TH)? Y
(YES)
DATE: FEB 1,1993// <RET>
Select OFFICER: SWIFT,HARRY      234987234      02-07-55      POLICE OFFICER
ARE YOU ADDING 'SWIFT,HARRY' AS A NEW OFFICER (THE 1ST FOR THIS ESP ACTIVITY
REPORT)? Y (YES)
SHIFT: A  WATCH A
Select ACTIVITY: FOOT  PATROL TOTAL
...OK? YES// Y  (YES)
ARE YOU ADDING 'FOOT PATROL TOTAL' AS A NEW ACTIVITY (THE 1ST FOR THIS
OFFICER)? Y  (YES)
NUMBER: 5
MINUTES: 200
Select ACTIVITY: 310  VEHICLE PATROL TOTAL
...OK? YES// Y  (YES)
ARE YOU ADDING 'VEHICLE PATROL TOTAL' AS A NEW ACTIVITY (THE 2ND FOR THIS
OFFICER)? Y  (YES)
NUMBER: 4
MINUTES: 120
Select ACTIVITY: CRIMINAL INVESTIGATIONS TOTAL
...OK? YES// Y  (YES)
ARE YOU ADDING 'CRIMINAL INVESTIGATIONS TOTAL' AS
A NEW ACTIVITY (THE 3RD FOR THIS OFFICER)? Y  (YES)
NUMBER: 3
MINUTES: 180
Select ACTIVITY: ACCIDENT INVESTIGATIONS TOTAL
...OK? YES// Y  (YES)
ARE YOU ADDING 'ACCIDENT INVESTIGATIONS TOTAL ' AS
A NEW ACTIVITY (THE 4TH FOR THIS OFFICER)? Y  (YES)
NUMBER: 1
MINUTES: 30
Select ACTIVITY: ADMIN
1  ADMINISTRATION/OTHER
2  ADMINISTRATION/SUPERVISION
3  ADMINISTRATION/TRAINING POLICE  PERSONNEL
4  ADMINISTRATION/POLICE OFFICERS
5  ADMINISTRATION/SECRETARIAL
```

Police Chief Menu
Daily Activity Module
Create/Add Daily Activity Entry

CHOOSE 1-5: **4**

ARE YOU ADDING 'ADMINISTRATION/POLICE OFFICERS' AS
A NEW ACTIVITY (THE 5TH FOR THIS OFFICER)? **Y** (YES)

NUMBER: **4**

MINUTES: **50**

Select ACTIVITY: **<RET>**

Select OFFICER: **<RET>**

Select ACTIVITY REPORT DATE: **<RET>**

Police Chief Menu
Daily Activity Module
Print Workload Report

This option allows the user to print a statistical report showing the number of actions and time spent for a variety of workload areas.

Example

Select OFFICER: ALL// <RET>

**** Date Range Selection ****

Beginning DATE: 10 1 92 (OCT 01, 1992)

Ending DATE: 3 31 93 (MAR 31, 1993)

DEVICE: HOME// <RET>

Police Chief Menu
Daily Activity Module
Print Workload Report

WORKLOAD REPORT
 ALL OFFICERS

PAGE: 1

BEGINNING DATE: OCT 1,1992
 ENDING DATE: MAR 31,1993

DESCRIPTION	CODE	NUMBER	MINUTES	HOURS
BOMB THREATS	60	2	60	1.00
HOSPITAL STAFF ASSISTS	85	1	15	0.25
AMBULANCE/PATIENT TRANSPORT	90	1	10	0.17
EMERGENCY PICKUP/DELIVERY	130	1	180	3.00
ASSIST LAW ENFORCEMENT OFFICER	175	2	30	0.50
IDENTIFICATION/PASS ID	235	0	0	0.00
VEHICLE REGISTRATION	240	10	60	1.00
KEY CONTROL	245	2	10	0.17
RECORDS CHECK	250	3	15	0.25
COURT APPEARANCES	275	2	240	4.00
DISPOSITION OF UNAUTHORIZED VEHICLES	295	3	20	0.33
OPERATIONS/DISPATCHER	300	4	60	1.00
FOOT PATROL TOTAL	305	11	760	12.67
VEHICLE PATROL TOTAL	310	17	540	9.00
ADMINISTRATION/SUPERVISION	315	6	1020	17.00
ADMINISTRATION/SECRETARIAL	320	10	300	5.00
ADMINISTRATION/POLICE OFFICERS	325	10	230	3.83
ADMINISTRATION/TRAINING POLICE PERSONNEL	335	1	60	1.00
ADMINISTRATION/OTHER	350	3	1550	25.83
TOTAL PAID HOURS	375	3	1440	24.00
OVERTIME	380	4	24 0	4.00
CONTINUATION OF PAY	385	0	0	0.00
TOTAL HOURS WORKED	400	2	1115	18.58
VOLUNTEER HOURS	405	0	0	0.00
LWOP/AWOL HOURS	420	0	0	0.00
CRIMINAL INVESTIGATIONS TOTAL	505	6	720	12.00
DISTURBANCES TOTAL	510	2	150	2.50
ASSAULTS TOTAL	515	2	120	2.00
INTRODUCTION/POSSESSION CONTRABAND TOTAL	520	10	600	10.00
ARRESTS TOTAL	530	2	240	4.00
STOP AND QUESTION	535	10	50	0.83
MOVEMENT/EVACUATION PATIENTS	560	0	0	0.00
ACCIDENT INVESTIGATIONS TOTAL	575	6	80	1.33
DISASTER/FIRE TOTAL	580	0	0	0.00
LOCK/UNLOCK DOORS	585	20	240	4.00
MAN-HOURS BORROWED	695	0	0	0.00
MAN-HOURS LOANED	700	0	0	0.00

Police Supervisor Menu

The options in the Police Supervisor Menu are all found in the Police Chief Menu. Please refer to that section for the option documentation. The Supervisor functions options may be found on the Police Chief Menu under Package Management.

Daily Operations Journal

- Add a Journal Entry
- Create a Daily Journal
- Print Daily Journal

Evidence/Property

- Create/Edit Evidence/Property Record
- Lookup Evidence/Property Record
- Make Evidence Sensitive
- Print All Evidence/Property Records
- Print Open Evidence/Property Records

Quick Name Check

Criminal Statute Info

- Criminal Statute Lookup
- Print Criminal Statute List

Supervisor Functions

- Master Name Add/Edit
- Offense Code Add/Edit
- Police Officer Add/Edit

Training Records

- All Officers Record Print
- Create/Edit Training Record
- Individual Officer Record Print
- Print Training Record by Selections
- Select Type of Training Print

Uniform Crime Reports

- Generate Crime Statistics
- Print Crime Report
- Transmit a Crime Report
- Delete Crime Statistics

Offense Reports

- Case Assignment Register-All
- Case Assignment Register-Open
- Close an Offense Report
- Create Offense Report
- Delete Offense Report
- Edit a Completed Offense Report

Police SupervisorMenu

Follow-Up Offense Reports

Follow-Up Entry Add/Edit

Print Any Follow-Up Note

Missing Patient Reports

Missing Patient Report-All Cases

Missing Patient Report-Open Cases

Make a Report Sensitive

Open a Closed Offense Report

Offense Match Report

Print Any Offense Report

Review Completed Offense Report

Resume an Offense Report Entry

Transmit An Offense Report

Vehicle Registrations

Car Pool Lists

Car Pool Availability List

Assigned Car Pool Spaces

Create/Edit Vehicle Registration

Identify Unknown Vehicle

Lookup Vehicle Registration

Print Vehicle Registration Log

Violations

Create Courtesy Violation Notice Entry

Create Violation Notice Entry

Print a Violation by Name

Print a U.S.D.C. Violation by #

Update Violation Notice Entry

Violations Issued By Officer

Violation Match Report

Violation Notices Issued Report

Warnings and Violations Issued Report

Wants & Warrants

Create/Edit Wants & Warrants Record

Lookup Wants & Warrants Record

Print Active Wants & Warrants

Personal Descriptor Lookup

Print Wants & Warrants Records

Daily Activity

Create/Add Daily Activity Entry

Print Workload Report

Police Officer Menu

This module is designed to provide the patrol level police officers with an abbreviated user's manual that addresses only those options available to them.

- Create/Add Daily Activity Entry
- Criminal Statute Lookup
- Daily Operations Journal
 - Add a Journal Entry
 - Create a Daily Journal
 - Print Daily Journal
- Lookup Evidence/Property Record
- Lookup Wants & Warrants Record
- Offense Report Options
 - Create Offense Report
 - Edit Offense Report
 - Follow-Up Officer Notes
 - Add/Edit Officer Follow-Up Notes
 - Print Officer Follow-Up Notes
 - Resume an Offense Report Entry
- Personal Descriptor Lookup
- Quick Name Check
- Vehicle Registrations
 - Car Pool Lists
 - Car Pool Availability List
 - Assigned Car Pool Spaces
 - Create/Edit Vehicle Registration
 - Identify Unknown Vehicle
 - Lookup Vehicle Registration
 - Print Vehicle Registration Log

Police Officer Menu

Create/Add Daily Activity Entry

This option allows you to create a new Daily Activity entry or add information to an existing entry.

Example

```
Select ESP ACTIVITY REPORT DATE: T   FEB  1, 1993
ARE YOU ADDING 'FEB  1, 1993' AS A NEW ESP ACTIVITY REPORT (THE 7TH)? Y
(YES)
DATE: FEB 1,1993// <RET>
Select OFFICER: SWIFT,HARRY           234987234      02-07-55      POLICE OFFICER
ARE YOU ADDING 'SWIFT,HARRY' AS A NEW OFFICER (THE 1ST FOR THIS ESP ACTIVITY
REPORT)? Y (YES)
SHIFT: A WATCH A
Select ACTIVITY: FOOT  PATROL TOTAL
...OK? YES// Y (YES)
ARE YOU ADDING 'FOOT PATROL TOTAL' AS A NEW ACTIVITY (THE 1ST FOR THIS
OFFICER)? Y (YES)
NUMBER: 5
MINUTES: 200
Select ACTIVITY: 310  VEHICLE PATROL TOTAL
...OK? YES// Y (YES)
ARE YOU ADDING 'VEHICLE PATROL TOTAL' AS A NEW ACTIVITY (THE 2ND FOR THIS
OFFICER)? Y (YES)
NUMBER: 4
MINUTES: 120
Select ACTIVITY: CRIMINAL INVESTIGATIONS TOTAL
...OK? YES// Y (YES)
ARE YOU ADDING 'CRIMINAL INVESTIGATIONS TOTAL' AS
A NEW ACTIVITY (THE 3RD FOR THIS OFFICER)? Y (YES)
NUMBER: 3
MINUTES: 180
Select ACTIVITY: ACCIDENT INVESTIGATIONS TOTAL
...OK? YES// Y (YES)
ARE YOU ADDING 'ACCIDENT INVESTIGATIONS TOTAL' AS
A NEW ACTIVITY (THE 4TH FOR THIS OFFICER)? Y (YES)
NUMBER: 1
MINUTES: 30
Select ACTIVITY: ADMIN
1  ADMINISTRATION/OTHER
2  ADMINISTRATION/SUPERVISION
3  ADMINISTRATION/TRAINING POLICE  PERSONNEL
4  ADMINISTRATION/POLICE OFFICERS
5  ADMINISTRATION/SECRETARIAL
```

Police Officer Menu

Create/Add Daily Activity Entry

CHOOSE 1-5: **4**

ARE YOU ADDING 'ADMINISTRATION/POLICE OFFICERS' AS
A NEW ACTIVITY (THE 5TH FOR THIS OFFICER)? **Y** (YES)

NUMBER: **4**

MINUTES: **50**

Select ACTIVITY: **<RET>**

Select OFFICER: **<RET>**

Select ACTIVITY REPORT DATE: **<RET>**

Police Officer Menu

Criminal Statute Lookup

The Criminal Statute Lookup option allows the user to lookup individual offense statutes. Information includes statute number and the definition of the statute.

Example

Select ESP OFFENSE CODES NAME: **ARSON** 18 USC 81

DEVICE: **<RET>** LAN RIGHT MARGIN: 80// **<RET>**

ARSON 18 USC 81

Whoever, within the special maritime and territorial jurisdiction of the United States, willfully and maliciously sets fire to or burns, or attempts to set fire to or burns any building, structure, or vessel, any machinery or building materials or supplies, military or naval stores, munitions of war, or any structural aids or appliances for navigation or shipping, shall be fined not more than \$1,000 or imprisoned not more than five years, or both. If the building be a dwelling or if the life of any person be placed in jeopardy, he shall be fined not more than \$5,000 or imprisoned not more than twenty years, or both.

Police Officer Menu

Criminal Statute Lookup

For your convenience the entire Criminal Statute List is provided here.

IMPROPER DISPOSAL	1.218(b) VA REG	1
Improper disposal of rubbish on property.		
SPITTING ON PROPERTY	1.218(b) VA REG	2
Spitting on property.		
THROWING OF ARTICLES	1.218(b) VA REG	3
Throwing of articles from a building or the unauthorized climbing upon a part of a building.		
WILLFUL DESTRUCTION	1.218(b) VA REG	4
Willful destruction, damage, or removal of Government property without authorization.		
DEFACEMENT	1.218(b) VA REG	5
Defacement, destruction, mutilation or injury to, or removal or disturbance of, grave marker or headstone.		
FAILURE TO COMPLY WITH SIGNS	1.218(b) VA REG	6
Failure to comply with signs of a directive and restrictive nature posted for safety purposes.		
TAMPERING WITH	1.218(b) VA REG	7
Tampering with, removal, marring, or destruction of posted signs.		
ENTRY INTO AREAS POSTED	1.218(b) VA REG	8
Entry into areas posted as closed to the public or other trespass.		
UNAUTHORIZED DEMONSTRATION	1.218(b) VA REG	9
Unauthorized demonstration or service in a national cemetery or on other VA property.		
DISTURBING A BURIAL CEREMONY	1.218(b) VA REG	10
Creating a disturbance during a burial ceremony.		
DISORDERLY CONDUCT	1.218(b) VA REG	11
Disorderly conduct which creates loud, boisterous, and unusual noise, or which obstructs the normal use of entrances, exits, foyers, offices, corridors, elevators, and stairways or which tends to impede or prevent the normal operation of a service or operation of the facility.		
FAILURE TO DEPART	1.218(b) VA REG	12
Failure to depart premises by unauthorized persons.		
UNAUTHORIZED LOITERING	1.218(b) VA REG	13
Unauthorized loitering, sleeping or assembly on property.		

Police Officer Menu Criminal Statute Lookup

GAMBLING	1.218(b) VA REG	14
Gambling- participating in games of chance for monetary gain or personal property; the operation of gambling devices, a pool or lottery; or taking or giving of bets.		
DRIVING UNDER THE INFLUENCE	1.218(b) VA REG	15
Operation of a vehicle under the influence of alcoholic beverages or narcotic drugs, hallucinogens, marijuana, barbiturates or amphetamines.		
UNDER THE INFLUENCE	1.218(b) VA REG	16
Entering premises under the influence of alcoholic beverages or non prescribed narcotic drugs, hallucinogens, marijuana, barbiturates or amphetamines.		
UNAUTHORIZED USE	1.218(b) VA REG	17
Unauthorized use on property of alcoholic beverages or narcotic drugs, hallucinogens, marijuana, barbiturates, or amphetamines.		
UNAUTHORIZED INTRODUCTION	1.218(b) VA REG	18
Unauthorized introduction on VA controlled property of alcoholic beverages or narcotic drugs, hallucinogens, marijuana, barbiturates, or amphetamines or the unauthorized giving of same to a patient or beneficiary.		
UNAUTHORIZED SOLICITATION	1.218(b) VA REG	19
Unauthorized solicitation of alms and contributions on premises.		
COMMERCIAL SOLICITING	1.218(b) VA REG	20
Commercial soliciting or vending, or the collection of private debts on property.		
DISTRIBUTION OF PAMPHLETS	1.218(b) VA REG	21
Distribution of pamphlets, handbills, and flyers.		
DISPLAY OF PLACARDS	1.218(b) VA REG	22
Display of placards or posting of material on property.		
UNAUTHORIZED PHOTOGRAPHY	1.218(b) VA REG	23
Unauthorized photography on premises.		
NOT COMPLY W/ TRAFFIC DIR	1.218(b) VA REG	24
Failure to comply with traffic directions of VA police.		
HANDICAP PARKING	1.218(b) VA REG	25
Parking in spaces posted as reserved for physically disabled persons.		
PARKING IN NO-PARKING AREAS	1.218(b) VA REG	26
Parking in no-parking areas, lanes, or crosswalks so posted or marked by yellow borders or yellow stripes.		

Police Officer Menu

Criminal Statute Lookup

PARKING IN EMERGENCY SPACES	1.218(b) VA REG	27
Parking in emergency vehicle spaces, areas and lanes bordered in red or posted as EMERGENCY VEHICLES ONLY or FIRE LANE, or parking within 15 feet of a fire hydrant.		
PARKING/BLOCKING	1.218(b) VA REG	28
Parking within an intersection or blocking a posted vehicle entrance or posted exit lane.		
PARKING / RESERVED OR OVERTIME	1.218(b) VA REG	29
Parking in spaces posted as reserved or in excess of a posted time limit.		
FAILURE TO STOP AT STOP SIGN	1.218(b) VA REG	30
Failure to come to a complete stop at a STOP sign.		
FAILURE TO YIELD AT CROSSWALK	1.218(b) VA REG	31
Failing to yield to a pedestrian in a marked and posted crosswalk.		
WRONG WAY ON A ONE-WAY STREET	1.218(b) VA REG	32
Driving in the wrong direction on a posted one-way street.		
RECKLESS DRIVING	1.218(b) VA REG	33
Operation of a vehicle in a reckless or unsafe manner, too fast for conditions, drag racing, overriding curbs, or leaving the roadway.		
SPEEDING/ BY UP TO 10 MPH	1.218(b) VA REG	34
Exceeding posted speed limits by up to 10 mph.		
SPEEDING/ BY UP TO 20 MPH	1.218(b) VA REG	34
Exceeding posted speed limits by up to 20 mph.		
SPEEDING/ OVER 20 MPH	1.218(b) VA REG	34
Exceeding posted speed limits by over 20 mph.		
CREATING A DISTURBANCE	1.218(b) VA REG	35
Creating excessive noise in a hospital or cemetery zone by muffler cut out, excessive use of a horn, or other means.		
FAILURE TO YIELD RIGHT OF WAY	1.218(b) VA REG	36
Failure to yield right of way to other vehicles.		
POSSESSION OF FIREARMS	1.218(b) VA REG	37
Possession of firearms, carried either openly or concealed, whether loaded or unloaded (except by Federal or State law enforcement officers on official business).		
INTRODUCTION OF FIREARMS	1.218(b) VA REG	38
Introduction or possession of explosives, or explosive devices which fire a projectile, ammunition, or combustibles.		

Police Officer Menu

Criminal Statute Lookup

POSSESSION OF KNIVES	1.218(b) VA REG	39
Possession of knives which exceed a blade length of 3 inches; switchblade knives; any of the variety of hatchets, clubs, and hand-held weapons; or brass knuckles.		
POSS OF WEAPONS/LIQUID OR GAS	1.218(b) VA REG	40
The unauthorized possession of any of the variety of incapacitating liquid or gas-emitting weapons.		
UNAUTHORIZED USE OF KEYS	1.218(b) VA REG	41
Unauthorized possession, manufacture, or use of keys or barrier card-type keys to rooms or areas on the property.		
OPENING OF LOCKS	1.218(b) VA REG	42
The surreptitious opening, or attempted opening, of locks or card-operated barrier mechanisms on property.		
PROSTITUTION	1.218(b) VA REG	43
Soliciting for, or the act of, prostitution.		
UNLAWFUL SEXUAL ACTIVITY	1.218(b) VA REG	44
Any unlawful sexual activity.		
IMPROPER ACTIVITY ON CEMETERY	1.218(b) VA REG	45
Jogging, bicycling, sledding or any recreational physical activity conducted on cemetery grounds.		
ACCESSORY AFTER THE FACT	18 USC	3
Whoever, knowing that an offense against the United States has been committed, receives, relieves, comforts or assists the offender in order to hinder or prevent his apprehension, trial or punishment, is an accessory after the fact.		
MISPRISION OF FELONY	18 USC	4
Whoever, having knowledge of the actual commission of a felony by a court of the United States, conceals and does not as soon as possible make known the same to some judge or other person in civil or military authority under the United States, shall be fined not more than \$500 or imprisoned not more than three years, or both.		

Police Officer Menu

Criminal Statute Lookup

ASSIMILATIVE CRIMES STATUTE 18 USC

13

Whoever within or upon any of the places now existing or hereafter reserved or acquired as provided in section 7 of this title, is guilty of any act or omission which, although not made punishable by an enactment of Congress, would be punishable if committed or omitted within the jurisdiction of the State, Territory, Possession, or District in which such place is situated, by the laws thereof in force at the time of such act or omission, shall be guilty of a like offense and subject to a like punishment.

(Explanation of the Assimilative Crimes Statute and its Use)

a. The applicability of Section 13 of Title 18 (18 USC 13), or the Assimilative Crimes Statute, to law enforcement on VA property depends upon the type jurisdiction which the U.S. government exercises over the property on which the VA facility is located. The method of acquisition or the terms of agreement between the United States and the legislature of a state regarding the rights of the respective governments will result in one of three categories of Federal jurisdiction; exclusive, concurrent or proprietorial. As a general rule, where the U.S. government has only proprietorial jurisdiction the provisions of the Assimilative Crimes Statute are not applicable.

b. U.S. Attorneys frequently invoke the Assimilative Crimes Statute (18 USC 13) in pursuing prosecution of crimes on Federal reservations in those instances where the crime committed is more clearly a violation of a specific state statute. Whenever the Assimilative Crimes Statute is applied, the specific state statute must be cited along with the indication that it has been adopted as a Federal law in that instance. An example is a violation of New Jersey Statute 2A-170.77.8, Possession of Dangerous Drugs. When adopted and applied as an offense committed on Federal property it is written as:

"18 USC 13 NJ 2A-170-77.8 Possession of Dangerous Drugs"

To all Federal law enforcement officers and justice authorities working in the state of New Jersey this criminal citation readily indicates that the state offense of dangerous drug possession has been adopted as a Federal law under the Federal statute specifically established by the U.S. Congress. At a Federal reservation in the state of New Jersey where exclusive or concurrent jurisdiction is not possessed by the Federal government and where local (state) law enforcement authority prevails, the reference to 18 USC 13 is not necessary since the offender will be prosecuted through the state judicial process by local authorities.

ARSON

18 USC

81

Whoever, within the special maritime and territorial jurisdiction of the United States, willfully and maliciously sets fire to or burns, or attempts to set fire to or burn any building, structure, or vessel, any machinery or building materials or supplies, military or naval stores, munitions of war, or any structural aids or appliances for navigation or shipping, shall be fined not more than \$1,000 or imprisoned not more than five years, or both. If the building be a dwelling of if the life of any person be placed in jeopardy, he shall be fined not more than \$5,000 or imprisoned not more than twenty years, or both.

Police Officer Menu Criminal Statute Lookup

ASSAULT/RESIST/IMPEDE POLICE 18 USC 111
Whoever forcibly assaults, resists, opposes, impedes, intimidates, or interferes with any person designated in section 1114 of this title while engaged in or on account of the performance of his official duties, shall be fined not more than \$5000 or imprisoned not more than three years, or both.
Whoever, in the commission of any such acts uses a deadly or dangerous weapon, shall be fined not more than \$10,000 or imprisoned not more than ten years, or both.
(18 USC 1114 - Whoever kills or attempts to kill any judge of the United States, any United States Attorney, ---, or any officer or employee of the Department of Veterans Affairs assigned to perform investigative or law enforcement functions. The inclusion of the VA Police in this section makes the mandates of 18 USC 111 applicable in those instances where a person assaults, resists or impedes a VA Police Officer in the performance of their duties.)

ASSAULT W/INTENT MURDER/RAPE 18 USC 113(A)
Assault with intent to commit murder or rape, by imprisonment for not more than twenty years.

ASSAULT W/INTENT FELONY 18 USC 113(B)
Assault with intent to commit any felony, except murder or rape, by fine of not more than \$3,000 or imprisonment for not more than ten years, or both.

ASSAULT WITH WEAPON 18 USC 113(C)
Assault with a dangerous weapon, with intent to do bodily harm, and without just cause or excuse, by fine of not more than \$1,000 or imprisonment for not more than five years, or both.

ASSAULT WITHOUT WEAPON 18 USC 113(D)
Assault by striking, beating, or wounding, by fine of not more than \$500 or imprisonment for not more than six months, or both.

SIMPLE ASSAULT 18 USC 113(E)
Simple assault, by fine of not more than \$300 or imprisonment for not more than three months, or both.

SERIOUS ASSAULT 18 USC 113(F)
Assault resulting in serious bodily injury, by fine of not more than \$10,000 or imprisonment for not more than ten years, or both.

MAIMING 18 USC 114
Whoever, within the special maritime and territorial jurisdiction of the United States, and with intent to maim or disfigure, cuts, bites, or slits the nose, ear, or lip, or cuts out or disables the tongue, or puts out or destroys an eye, or cuts off or disables a limb or any member of another person, or Whoever, within the special maritime and territorial jurisdiction of the United States, and with like intent, throws or pours upon another person, any scalding water, corrosive acid, or caustic substance --- Shall be fined not more than \$25,000 and imprisoned not more than twenty years, or both.

Police Officer Menu

Criminal Statute Lookup

CIVIL DISORDER

18 USC

231

(a)(1) Whoever teaches or demonstrates to any other person the use, application, or making of any firearm or explosive or incendiary device or technique capable of causing injury or death to persons, knowing or having reason to know or intending that the same will be unlawfully employed for use in, or in furtherance of a civil disorder which may in any way or degree obstruct, delay or adversely affect commerce or the movement of any article or commodity in commerce or the conduct or performance of any federally protected function; or (3) Whoever commits or attempts to commit any act to obstruct, impede, or interfere with any fireman or law enforcement officer lawfully engaged in the lawful performance of his official duties incident to and during the commission of a civil disorder which in any way or degree obstructs, delays, or adversely affects commerce or the movement of any article or commodity in commerce or the conduct or performance of any federally protected function;--Shall be fined not more than \$10,000 or imprisoned not more than five years, or both. (18 USC 232 - DEFINITIONS - The term "civil disorder" means any public disturbance involving acts of violence by assemblages of three or more persons, which causes an immediate danger of or results in damage or injury to the property or person of any other individual.

THEFT-GOVERNMENT PROPERTY

18 USC

641

Whoever embezzles, steals, purloins, or knowingly converts to his use or the use of another, or without authority, sells, conveys or disposes of any record, voucher, money, or thing of value of the United States or of any department or agency thereof, or any property made or being made under contract for the United States or any department or agency thereof, or whoever receives, conceals or retains the same with intent to convert it to his use or gain, knowing it to have been embezzled, stolen, purloined or converted--- Shall be fined not more than \$10,000 or imprisoned not more than ten years, or both; but if the value of such property does not exceed the sum of \$100, he shall be fined not more than \$1,000 or imprisoned not more than one year, or both. The word "value" means face, par or market value, or cost price, either wholesale or retail; whichever is greater.

THEFT-PERSONAL PROPERTY

18 USC

661

Whoever, within the special maritime and territorial jurisdiction of the United States, takes and carries away, with intent to steal or purloin, any personal property of another, shall be punished as follows: If the property taken is of a value exceeding \$100, or is taken from the person of another, by a fine of not more than \$5,000, or imprisonment for not more than five years, or both; in all other cases by a fine of not more than \$1,000 or by imprisonment not more than one year, or both. If the property stolen consists of any evidence of debt, or other written instrument, the amount of money due thereon, or secured to be paid thereby and remaining unsatisfied, or which in any contingency might be collected thereon, or the value of the property the title to which is shown thereby, or the sum which might be recovered in the absence thereof, shall be the value of the property stolen.

Police Officer Menu

Criminal Statute Lookup

RECEIVING STOLEN PROPERTY 18 USC 662

Whoever, within the special maritime and territorial jurisdiction of the United States, buys, receives, or conceals any money, goods, bank notes, or other thing which may be the subject of larceny, which has been feloniously taken, stolen, or embezzled, from any other person, knowing the same to have been so taken, stolen or embezzled, shall be fined not more than \$1,000 or imprisoned not more than three years, or both; but if the amount or value of thing so taken, stolen or embezzled does not exceed \$100, he shall be fined not more than \$1,000 or imprisoned not more than one year, or both.

OFFICER PERMITTING ESCAPE 18 USC 755

Whoever, having in his custody any prisoner by virtue of process issued under the laws of the United States by any court, judge, or commissioner, voluntarily suffers such prisoner to escape, shall be fined not more than \$2,000 or imprisoned not more than two years, or both; or if he negligently suffers such person to escape, he shall be fined not more than \$500 or imprisoned not more than one year, or both.

FALSIFICATION OF STATEMENTS 18 USC 1001

Whoever, in any matter within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies, conceals or covers up by an trick, scheme, or device a material fact, or makes any false, fictitious or fraudulent statements or representations, or makes or uses any false writing or document knowing the same to contain an false, fictitious or fraudulent statement or entry, shall be fined not more than \$10,000 or imprisoned not more than five years, or both.

BUYING/RECEIVING U.S. PROPERTY 18 USC 1024

Whoever purchases, or receives in pledge from any person any arms, equipment, ammunition, clothing, military stores, or other property furnished by the United States under a clothing allowance or otherwise, to any member of the Armed Forces of the United States or of the National Guard or Naval Militia, or to any person accompanying, serving, or retained with the land or naval forces and subject to military or naval law, or to any former member of such Armed Forces at or by any hospital, home, or facility maintained by the United States, having knowledge or reason to believe that the property has been taken from the possession of or furnished by the United States under such allowance, or otherwise, shall be fined not more than \$500 or imprisoned not more than two years, or both.

Police Officer Menu

Criminal Statute Lookup

MURDER

18 USC

1111

(a) Murder is the unlawful killing of a human being with malice aforethought. Every murder perpetrated by poison, lying in wait, or any other kind of willful, deliberate, malicious, and premeditated killing; or committed in the perpetration of, or attempt to perpetrate, any arson, escape, murder, kidnapping, treason, espionage, sabotage, rape, burglary, or, robbery; or perpetrated from a premeditated design unlawfully and maliciously to effect the death of any human being other than him who is killed, is murder in the first degree. Any other murder is murder in the second degree.

(b) Within the special maritime and territorial jurisdiction of the United States. Whoever is guilty of murder in the first degree, shall suffer death unless the jury qualifies its verdict by adding thereto "without capital punishment", in which event he shall be sentenced to imprisonment for life. Whoever is guilty of murder in the second degree, shall be imprisoned for any term of years or for life.

MANSLAUGHTER

18 USC

1112

(a) Manslaughter is the unlawful killing of a human being without malice. It is of two kinds:

Voluntary - Upon a sudden quarrel or heat of passion.

Involuntary - In the commission of an unlawful act not amounting to a felony, or in the commission in an unlawful manner, or without due caution and circumspection, of a lawful act which might produce death. (b) Within the special maritime and territorial jurisdiction of the United States. Whoever is guilty of voluntary manslaughter, shall be imprisoned not more than ten years. Whoever is guilty of involuntary manslaughter, shall be fined not more than \$1,000 or imprisoned not more than three years, or both.

ATTEMPTED MURDER/MANSLAUGHTER

18 USC

1113

Except as provided in section 113 of this title, whoever, within the special maritime and territorial jurisdiction of the United States, attempts to commit murder or manslaughter, shall be fined not more than \$1,000 or imprisoned not more than three years, or both.

DAMAGE GOVERNMENT PROPERTY

18 USC

1361

Whoever willfully injures or commits any depredation against any property of the United States, or of any department or agency thereof, or any property which has been or is being manufactured or constructed for the United States, or any department or agency thereof, shall be punished as follows: If the damage to such property exceeds the sum of \$100, by a fine of not more than \$10,000 or imprisonment for not more than ten years, or both; if the damage to such property does not exceed the sum of \$100, by a fine of not more than \$1,000 or by imprisonment for not more than one year, or both.

DAMAGE GOVERNMENT BUILDINGS	18 USC	1363
-----------------------------	--------	------

ROBBERY-PERSONAL PROPERTY	18 USC	2111
---------------------------	--------	------

ROBBERY-GOVERNMENT PROPERTY	18 USC	2112
-----------------------------	--------	------

AGGRAVATED SEXUAL ASSAULT	18 USC	2241
---------------------------	--------	------

(1) by force against that other person, or

(1) renders another person unconscious and thereby engages in a sexual act with that other person, or

(A) substantially impairs the ability of that other person to appraise or control conduct, and

(B) engages in a sexual act with that other person; or attempts to do so, shall be fined under this title, imprisoned for any term of years of life, or both.

Police Officer Menu

Criminal Statute Lookup

SEXUAL ABUSE

18 USC

2242

Whoever, in the special maritime and territorial jurisdiction of the United States or in a Federal prison, knowingly--

(1) causes another person to engage in a sexual act by threatening or placing that other person in fear (other than by threatening or placing that other person in fear that any person will be subjected to death, serious bodily injury, or kidnapping); or

(2) engages in a sexual act with another person if that other person is--

(A) incapable of appraising the nature of the conduct; or

(B) physically incapable of declining participation in, or communicating unwillingness to engage in, that sexual act; or attempts to do so, shall be fined, under this title, imprisoned not more than 20 years, or both.

ABUSIVE SEXUAL CONTACT

18 USC

2244

(a) Sexual conduct in circumstances where sexual acts are punished by this chapter--Whoever, in the special maritime and territorial jurisdiction of the United States or in a Federal prison, knowingly engages in or causes sexual contact with or by another person, if so to do would violate --

(1) section 2241 of this title had the sexual contact been a sexual act, shall be fined under this title, imprisoned not more than five years, or both;

(2) section 2242 of this title had the sexual contact been a sexual act, shall be fined under this title, imprisoned not more than three years, or both; (b) In other circumstances--Whoever, in the special maritime and territorial jurisdiction of the United States or in a Federal prison, knowingly engages in sexual contact with another person without that other person's permission shall be fined not more than \$5,000, imprisoned not more than six months, or both.

SEXUAL ACT DEFINITIONS

18 USC

2245

As used in this chapter--

(1) the term "sexual act" means--

(A) contact between the penis and the vulva or the penis and the anus, and for purposes of this subparagraph contact involving the penis occurs upon penetration, however slight;

(B) contact between the mouth and the penis, the mouth and the vulva, or the mouth and the anus; or

(C) the penetration, however slight, of the anal or genital opening of another by hand or finger or by any object, with an intent to abuse, humiliate, harass, degrade, or arouse or gratify the sexual desire of any person; and

(2) the term "sexual contact" means the intentional touching, either directly or through the clothing, of the genitalia, anus, groin, breast, inner thigh, or buttocks of any person with an intent to abuse, humiliate, harass, degrade, or arouse or gratify the sexual desire of any person.

PROHIBITED ACTS A 21 USC 841

UNLAWFUL ACTS: (a) Except as authorized by this subchapter, it shall be unlawful for any person knowingly or intentionally---

(1) to manufacture, distribute, or dispense, or possess with intent to manufacture, distribute, or dispense, a controlled substance; or

(2) to create, distribute, or dispense, or possess with intent to distribute or dispense, a counterfeit substance.

(For detailed penalties, refer to 21 USC 841.)

PROHIBITED ACTS C 21 USC 843

UNLAWFUL ACTS: (a) It shall be unlawful for any person knowingly or intentionally---

(3) to acquire or obtain possession of a controlled substance by misrepresentation, fraud, forgery, deception, or subterfuge; (c) Any person who violates this section shall be sentenced to a term of imprisonment of not more than four years, a fine of not more than \$30,000 or both, except that if any person commits such a violation after one or more prior convictions of him for violation of this section, or for a felony under any other provision of this subchapter or subchapter II of this chapter or other law of the United States relating to narcotic drugs, marijuana, or depressant or stimulant substances, have become final, such person shall be sentenced to a term of imprisonment of not more than eight years, a fine of not more than \$60,000 or both.

POSSESS CONTROLLED SUBSTANCE 21 USC 844

(a) It shall be unlawful for any person knowingly or intentionally to possess a controlled substance unless such substance was obtained directly, or pursuant to a valid prescription or order, from a practitioner, while acting in the course of his professional practice, or except as otherwise authorized by this subchapter or subchapter II of this chapter. Any person who violates this subsection shall be sentenced to a term of imprisonment of not more than one year, a fine of not more than \$5,000, or both, except that if he commits such offense after a prior conviction or convictions under this subsection have become final, he shall be sentenced to a term of imprisonment of no more than two years, a fine of not more than \$10,000, or both.

DISTRIBUTION TO <AGE 21 21 USC 845

(a) Any person at least eighteen years of age who violates section 841(a)(1) of this title by distributing a controlled substance to a person under twenty-one years of age is (except as provided in subsection (b) of this section) punishable by (1) a term of imprisonment, or a fine, or both, up to twice that authorized by section 841 (b) of this title and (2) at least twice any special parole term authorized by section 841 (b) of this title, for a first offense involving the same controlled substance and schedule.

Police Officer Menu
Daily Operations Journal Menu

The Daily Operations Journal Module has been designed to match the existing VA Police Daily Operations Journal, VAF 10-1433 and VAF 10-1433a, Continuation Sheet. The data entered into this module is exactly the same as that manually typed on the forms.

Police Officer Menu
Daily Operations Journal Menu
Add a Journal Entry

The Add a Journal Entry option allows you to add a journal entry to an existing journal without having to scroll through multiple data fields. In this example, it is assumed that the user left the option and has returned at a later time to make an additional entry.

Example

```
Select ESP DAILY JOURNAL DATE: 3 31    MAR 31, 1993
Select TIME: 2300// 2400
  ARE YOU ADDING '2400' AS A NEW TIME (THE 10TH FOR THIS ESP DAILY JOURNAL)? Y
(YES)
  OFFICER: JONES,RANDOLPH JAMES
  ACTIVITY: CLOSE JOURNAL
  ENTRY SUMMARY:
    1>Watch B, off duty, master keys present, Journal closed.
    2><RET>
EDIT Option: <RET>
Select TIME: <RET>
```

Police Officer Menu

Daily Operations Journal Menu

Create a Daily Journal

It is recommended that this option be used only by the person responsible for initiating the Daily Operations Journal. This can occur at the start of the 24 hour period or at the start of each assigned watch. Subsequent entries are more quickly entered through the Add a Journal Entry option.

Example

```
Select ESP DAILY JOURNAL DATE: 3 31 93    MAR 31, 1993
  ARE YOU ADDING 'MAR 31, 1993' AS A NEW ESP DAILY JOURNAL (THE 3RD)? Y  (YES)
DATE: MAR 31,1993// <RET>
FROM: 93-03-31-0001
TO: 93-03-31-2400
Select WATCH: A  (WATCH A)
  ARE YOU ADDING 'WATCH A' AS A NEW WATCH (THE 1ST FOR THIS ESP DAILY
JOURNAL)? Y  (YES)
  Select OFFICER: ??
```

Enter the names of all officers currently assigned to work each shift.
The officers' names must be contained within the NEW PERSON file (#200)
and must also be assigned the ESP POLICE Security Key.

```
CHOOSE FROM:
  SWIFT,HARRY
  SWIFTY,JAMES
  JONES,RANDOLPH JAMES
```

```
Select OFFICER: SWIFT,H ARRY
  ARE YOU ADDING 'SWIFT,HARRY' AS A NEW OFFICER (THE 1ST FOR THIS WATCH)? Y
(YES)
  Select OFFICER: <RET>
Select WATCH: B  (WATCH B)
  ARE YOU ADDING 'WATCH B' AS A NEW WATCH (THE 2ND FOR THIS ESP DAILY
JOURNAL)? Y  (YES)
  Select OFFICER: SWIFTY,JAMES
  ARE YOU ADDING 'SWIFTY,JAMES' AS A NEW OFFICER (THE 1ST FOR THIS WATCH)? Y
(YES)
  Select OFFICER: <RET>
Select WATCH: C  (WATCH C)
  ARE YOU ADDING 'WATCH C' AS A NEW WATCH (THE 3RD FOR THIS ESP DAILY
JOURNAL)? Y  (YES)
  Select OFFICER: JONES,R  ANDOLPH JAMES
  ARE YOU ADDING 'JONES,RANDOLPH JAMES' AS A NEW OFFICER (THE 1ST FOR THIS
WATCH)? Y  (YES)
  Select OFFICER: <RET>
```

Police Officer Menu
Daily Operations Journal Menu
Create a Daily Journal

Select WATCH: <RET>

SPECIAL INSTRUCTIONS: <RET>

1>Watch A - Speed enforcement Patient Recreation areas.

2><SPACE>

3>Watch B - Secure Bldg 7, 2100 hours.

4><SPACE>

5>Watch C - Additional patrol parking area C.

6><RET>

EDIT Option: <RET>

Select TIME: 0001

ARE YOU ADDING '0001' AS A NEW TIME (THE 1ST FOR THIS ESP DAILY JOURNAL)? Y
(YES)

OFFICER: SWIFTY,JAMES

ACTIVITY: ADMINISTRATIVE

ENTRY SUMMARY:

1>Open Daily Journal. Assigned staff present and master keys present.

2><RET>

EDIT Option: <RET>

Select TIME: 0200

ARE YOU ADDING '0200' AS A NEW TIME (THE 2ND FOR THIS ESP DAILY JOURNAL)? Y
(YES)

OFFICER: SWIFTY,JAMES

ACTIVITY: BUILDING CHECKS

ENTRY SUMMARY:

1>Patrol check of Bldg 11, all secure.

2><RET>

EDIT Option: <RET>

Police Officer Menu
Daily Operations Journal Menu
Print Daily Journal

This option is used to print out the Daily Journal. It can be printed at the conclusion of the 24 hour period or as desired.

Example

DATE: 3 31 99 MAR 31, 1999
DEVICE: HOME// <RET> LAN

Police Officer Menu
Daily Operations Journal Menu
Print Daily Journal

VA POLICE DAILY OPERATIONS JOURNAL
(Automated VA Form 10-1433)

PAGE: 1

VA Facility
DALLAS, TX

Date/Time Printed
MAR 31,1999@23:59

SECTION I - PERIOD COVERED

FROM: 99-03-31-0001 TO: 99-03-31-2400

SECTION II - ASSIGNMENTS

WATCH A	SWIFT,HARRY
WATCH B	SWIFTY,JAMES
WATCH C	JONES,RANDOLPH JAMES

SECTION III - SPECIAL INSTRUCTIONS

Watch A - Speed enforcement Patient Recreation areas.

Watch B - Secure Bldg 7, 2100 hours.

Watch C - Additional patrol parking area C.

SECTION IV - ENTRY SUMMARY

TIME	OFFICER	ACTIVITY
0001	SWIFTY	ADMINISTRATIVE Open Daily Journal. Assigned staff and master keys present.
0200	SWIFTY	BUILDING CHECKS Patrol check of Bldg 11, all secure.
0730	SWIFTY	VANDALISM Miss Jane JONES reported that person(s) unknown had smashed the right side rear door glass of her vehicle. See UOR 93-03-31-0730.
0800	SWIFT	ADMINISTRATIVE Watch A assigned staff, on duty, master keys accounted for.

Police Officer Menu
Daily Operations Journal Menu
Print Daily Journal

VA POLICE DAILY OPERATIONS JOURNAL
(Automated VA Form 10 -1433a)

PAGE: 2

VA Facility
DALLAS, TX

Date/Time Printed
MAR 31,1999@23:59

FROM: 99-03-31-0001 TO: 99-03-31-2400

SECTION IV - ENTRY SUMMARY

TIME	OFFICER	ACTIVITY
0900	SWIFT	COMMUNICATIONS CHECK Portable radios tested. All communications OK.
1000	SWIFT	PATIENT DISTURBANCE Ward 3 West requested assistance, disorderly patient John Randolph SMITH. Responded and resolved situation. See UOR 93-03-31-1000.
1600	JONES	ADMINISTRATIVE Watch B staff present, master keys accounted for.
1900	JONES	SECURE BLDG Secured Bldg 11.
2300	JONES	PROWLER COMPLAINT R/N Mary Jones report suspicious subject in front of Bldg 12. Area checked but no offender located. Conducted additional checks through remainder of tour.
2400	JONES	CLOSE JOURNAL Watch B, off duty, master keys present, Journal closed.

REVIEW (Chief, Police Service)

Date: _____

Police Officer Menu
Lookup Evidence/Property Record

This option allows the lookup of a specific Evidence/Property Custody Record. You can select an entry by either the owner's name or the record number.

Example

Select ESP EVIDENCE RECORD NUMBER: **93-015**

DEVICE: <RET> LAN RIGHT MARGIN: 80// <RET>

ESP EVIDENCE LIST FEB 12,1993 09:13 PAGE 1

```

RECORD NUMBER: 93-015                                UOR NUMBER: 9302101630
DATE/TIME OBTAINED: FEB 2, 1993  1630
ITEM NUMBER: 1                                          ITEM NAME: KNIFE
  RECEIVED FROM: JOHNSON,RALPH                        OWNER: JOHNSON,RALPH
  LOCATION FOUND: WARD 131                             REASON OBTAINED: SAFEKEEPING
  DESCRIPTION:    KNIFE, K-BAR, BROWN HANDLE, 3" BLADE.
ITEM NUMBER: 2                                          ITEM NAME: KNIFE CASE
  RECEIVED FROM: JONES,WILLIAM S                      OWNER: JOHNSON,RALPH
  LOCATION FOUND: WARD 131                             REASON OBTAINED: SAFEKEEPING
  DESCRIPTION:    BLACK LEATHER CASE, WITH BELT LOOPS.
DATE OF CUSTODY CHANGE: FEB 12, 1993  RELEASED BY: GODFREY,CHRISTOPHER
  RECEIVED BY: BAUER,WALTER
  PURPOSE OF CHANGE: PLACEMENT IN EVIDENCE LOCKER
  ITEM NUMBER'S INVOLVED: 1,2
  RECORD STATUS: OPEN

```

Police Officer Menu

Lookup Wants & Warrants Record

This option allows the user to do an inquiry on a specific Wants & Warrants record.

Example

Select ESP WANTS & WARRANTS NAME: JOHNSON,DWAYNE DAVID 223457893 04-03-47
PATIENT

DEVICE: <RET> LAN RIGHT MARGIN: 80// <RET>

ESP WANTS & WARRANTS LIST FEB 1,1993 10:22 PAGE 1

NAME: JOHNSON,DWAYNE DAVID	ISSUE DATE: JAN 30, 1993
UOR NUMBER: 302011000	ACTION: DETAIN
DETAINER STATUS: ACTIVE	WARRANT TYPE: HEARING OFFICER COMMITTED
ISSUING AGENCY: WELCH STATE HOSPITAL	
WARRANT #: 103239	WARRANT DATE: JAN 30, 1993
REPORTING OFFICER: SWIFT,HARRY	REVIEWED BY: SWIFTY,JAMES
REVIEW DATE: FEB 1, 1993	ADMISSION DATE: FEB 1, 1993
WARD: PSYCH	
NOTIFY PERSON: DR. JAMES JOHNSON	
REMARKS (CAUTION):	PATIENT IS CONSIDERED TO BE SUICIDAL AND HAS EXPRESSED
DESIRE TO CAUSE INJURY TO MEMBERS OF HIS FAMILY.	

Police Officer Menu Offense Report Options Create Offense Report

The Create Offense Report option allows you to enter all the pertinent information regarding a crime.

If the report classification requires the Office of Law Enforcement and Security to be notified within 48 hours, the software will generate a mail bulletin to the Police Chief and any other designated staff members entered into the ESP VACO 48 HR CRITERIA mail group.

If you have begun to create the report and need to stop, you can always go back at a later time and complete the report through the Resume an Offense Report Entry option.

In investigations where single or multiple unidentified offenders exist, you can enter descriptive information useful in linking the potential offender to other investigations. This information remains within the UOR and does not go into the ESP MASTER NAME INDEX file (#910).

Example

```
DATE/TIME RECEIVED: 2/25/93@1030 (FEB 25, 1993@10:30) FEB 25, 1993@10:30
CLASSIFICATION CODE: DISTURBANCE
TYPE: DISORDERLY CONDUCT
Do you want to enter another classification code? NO// <RET>
DATE/TIME OF OFFENSE: T@1015 (FEB 25, 1993@10:15)
ENDING DATE/TIME OF OFFENSE: <RET>
LOCATION: CANTEEN
WEAPON USED: NONE
METHOD OF OPERATION:
  1>LOUD AND OBNOXIOUS
  2><RET>
EDIT Option: <RET>
INVESTIGATING OFFICER: SWIFT,HARRY

CIP WEAPON USED: NO
POLICE BATON USED: NO
```

Screen 1 - Complainant

COMPLAINANT #1

```
NAME: MEADOWS,MARY LOUISE          432139485      02-05-45      EMPLOYEE
```

This name is already in the Master Name Index file.

Police Officer Menu

Offense Report Options

Create Offense Report

Name: MEADOWS,MARY LOUISE SSN: 432139485
DOB: FEB 5,1945 SEX: F RACE: CAUCASIAN

Is this the correct one? **YES**

Do you want to edit this record? NO// **YES**

1) Name: MEADOWS,MARY LOUISE 2) Height: 5 -04
SSN: 432139485 Weight: 130
DOB: FEB 5,1945 Hair Color: BLOND OR STRAWBERRY
SEX: F Eye Color: BLUE
RACE: CAUCASIAN Skin Tone: FAIR
Category: E Scars/Marks:
Driver's License #: 34255939
State: TEXAS
3) Service: AMBULATORY CARE
ID Badge: 245
Show More? YES// **<RET>**

4) Place of Employment: 5) Home Address:
Address: 118 WINDWARD WAY
Address [Line 2]: Home Address [Line 2]:
City: BOX 25
State: City: DULUTH
Zip: State: IDAHO
Office Phone: X2456 Zip: 29229
Home Phone: 302 -222-2929
Show More? YES// **<RET>**

6) Alias:
7) Remarks:

Enter: <RET> to continue, 1-7 to edit: **1**

NAME: MEADOWS,MARY LOUISE// **<RET>**
SOCIAL SECURITY NUMBER: 432139485// **<RET>**
DOB: FEB 5,1945// **<RET>**
SEX: FEMALE// **<RET>**
RACE: CAUCASIAN// **<RET>**
CATEGORY: EMPLOYEE// **<RET>**
DRIVER'S LICENSE #: 34255939// **<RET>**
STATE OF ISSUE: TEXAS// **<RET>**

Editing completed.

Do you want to review again? YES// **NO**

Now returning to the Offense Report!

Police Officer Menu

Offense Report Options

Create Offense Report

COMPLAINANT #2

NAME: <RET>

Enter:<RET> to continue, ^N for screen N or '^' to abort: ^2

Screen 2 - Victim

VICTIM #1

NAME: WILLIAMS,BERNICE JANE 322030202 12-17-45 EMPLOYEE

This name is already in the Master Name Index file.

Name: WILLIAMS,BERNICE JANE SSN: 322030202
DOB: DEC 17,1945 SEX: F RACE: HISPANIC, WHITE

Is this the correct one? YES

Do you want to edit this record? NO// YES

1) Name: WILLIAMS,BERNICE JANE	2) Height: 5-05
SSN: 322030202	Weight: 145
DOB: DEC 17,1945	Hair Color: BLACK
SEX: F	Eye Color: BROWN
RACE: HISPANIC, WHITE	Skin Tone: MEDIUM BROWN
Category: E	Scars/Marks:
Driver's License #: 39393939	
State: IDAHO	

3) Service: INTERNAL MEDICINE
ID Badge: 247

Show More? YES// <RET>

4) Place of Employment:

Address:

Address [Line 2]:

City:

State:

Zip:

Office Phone: X3829

Show More? YES// <RET>

5) Home Address:

1823 JONES FALLS HIGHWAY

Home Address [Line 2]:

City: POKEEPSIE

State: IDAHO

Zip: 39393

Home Phone: 432-192-2929

6) Alias:

7) Remarks:

Enter: <RET> to continue, 1-7 to edit: <RET>

Now returning to the Offense Report!

Police Officer Menu

Offense Report Options

Create Offense Report

MEDICAL TREATMENT:

1><RET>

VICTIM #2

NAME: <RET>

Enter:<RET> to continue, ^N for screen N or '^' to abort: <RET>

Screen 3 - Offender

OFFENDER #1

NAME: JOHNSON,DWAYNE DAVID 223457893 04-03-57 EMPLOYEE

This name is already in the Master Name Index file.

Name: JOHNSON,DWAYNE DAVID SSN: 223457893
DOB: APR 3,1957 SEX: M RACE: CAUCASIAN

Is this the correct one? YES

Do you want to edit this record? NO// YES

- | | |
|---|---|
| 1) Name: JOHNSON,DWAYNE DAVID
SSN: 223457893
DOB: APR 3,1957
SEX: M
RACE: CAUCASIAN
Category: E
Driver's License #: 222338383
State: MASSACHUSETTS | 2) Height: 6-00
Weight: 195
Hair Color: BROWN
Eye Color: BLUE
Skin Tone: FAIR
Scars/Marks: |
| 3) Service: AMBULATORY CARE
ID Badge:
Show More? YES// <RET> | |
| 4) Place of Employment:

Address:

Address [Line 2]:

City:
State:
Zip:
Office Phone: X437
Show More? YES// <RET> | 5) Home Address:
137 OLD HOME PLACE
Home Address [Line 2]:
BOX 234
City: ANYWHERE
State: MASSACHUSETTS
Zip: 23478
Home Phone: 530-234-1897 |
| 6) Alias: | |
| 7) Remarks: | |

Enter: <RET> to continue, 1-7 to edit: <RET>

Police Officer Menu

Offense Report Options

Create Offense Report

Now returning to the Offense Report!

PERSONAL DESCRIPTION: **RED HAT, BLUE COAT, BLACK SLACKS, GOLD RIM GLASSES**
OFFENSE COMMITTED: **DISORD** ERLY CONDUCT 1.218(b) VA REG 11
OFFENSE DISPOSITION: **ADMIN** ISTRATIVE ACTION PENDING
Do you want to enter another offense for this offender? NO// **<RET>**

OFFENDER #2

NAME: **<RET>**

Do you wish to enter an unknown offender description? NO// **YES**

UNKNOWN OFFENDER DESCRIPTION

RACE: **CAUCASIAN**

HEIGHT: **5-10**

WEIGHT: **195**

HAIR COLOR: **BROWN**

EYE COLOR: **BLUE**

SKIN TONE: **FAIR**

SCARS/MARKS: **SCAR ON LEFT SIDE OF FACE**

PERSONAL DESCRIPTION: **BLACK JACKET, BLUE TROUSERS.**

OFFENSE COMMITTED: **DISORD** ERLY CONDUCT 1.218(b) VA REG 11

OFFENSE DISPOSITION: **<RET>**

Do you want to enter another offense for this offender? NO// **<RET>**

Enter:<RET> to continue, ^N for screen N or '^' to abort: **<RET>**

Screen 4 - Witness

WITNESS #1

NAME: **SNODGRASS,MORTAKI** WILLY 214454567 11-02-31 OUTSIDER

This name is already in the Master Name Index file.

Name: SNODGRASS,MORTAKI WILLY SSN: 214454567
DOB: NOV 2,1931 SEX: M RACE: CAUCASIAN

Is this the correct one? **YES**

Do you want to edit this record? NO// **<RET>**

Now returning to the Offense Report!

WITNESS #2

NAME: **<RET>**

Enter:<RET> to continue, ^N for screen N or '^' to abort: **<RET>**

Police Officer Menu

Offense Report Options

Create Offense Report

Screen 5 - Vehicle

Do you want to enter Vehicle #1 information? NO// **YES**

VEHICLE #1

LICENSE TAG #: **123 ABC**

STATE OF ISSUE: **IDAHO**

VEHICLE MAKE: **FORD**

VEHICLE MODEL: **GALAXIE**

VEHICLE STYLE: **2 DR HDTP**

VEHICLE COLOR: **BLUE**

1 BLUE

2 BLUE, DARK

3 BLUE, LIGHT

CHOOSE 1-3: **1**

DECAL #: **<RET>**

DECAL COLOR: **<RET>**

YEAR OF MANUFACTURE: **87** (1987)

OWNER NAME: **JOHNSON, DWAYNE DAVID** 223457893 04-03-57 EMPLOYEE

Do you want to enter Vehicle #2 Information? NO// **<RET>**

Enter:<RET> to continue, ^N for screen N or '^' to abort: **<RET>**

Screen 6 - Property (Lost

ITEM #1

ITEM NAME: **WALLET**

DESCRIPTION: **BROWN, BIFOLD CONTAINING MULTIPLE PERSONAL PAPERS**

DOLLAR LOSS: **10**

DOLLAR RECOVERED: **10**

ITEM #2

ITEM NAME: **<RET>**

Enter:<RET> to continue, ^N for screen N or '^' to abort: **<RET>**

Screen 7 - Property (Held

ITEM #1

ITEM NUMBER: **1**

QUANTITY: **1**

PURPOSE: **S** AFEKEEPING

Description:

1>**BROWN BIFOLD MAN'S WALLET CONTAINING PERSONAL PAPERS, NO CASH.**

2>**<RET>**

EDIT Option: **<RET>**

Police Officer Menu

Offense Report Options

Create Offense Report

ITEM #2

ITEM NUMBER: <RET>

Enter:<RET> to continue, ^N for screen N or '^' to abort: <RET>

Screen 8 - Notification

OTHER AGENCY

DATE/TIME NOTIFIED: 2/25/93@1100 (FEB 25, 1993@11:00)

CONTACT PERSON: SGT RALPH WHITE

AGENCY: IDAHO HIGHWAY PATROL

OTHER AGENCY

DATE/TIME NOTIFIED: 2/25/93@1115 (FEB 25, 1993@11:05)

CONTACT PERSON: DEPUTY JOHN BROWN

AGENCY: BUSH COUNTY SHERIFF'S DEPARTMENT

OTHER AGENCY

DATE/TIME NOTIFIED: <RET>

U.S. ATTORNEY

DATE/TIME NOTIFIED: T@1130 (FEB 25, 1993@11:30)

Instructions Received:

1>RALPH JONES, ADVISED TO ALLOW VICTIM TO SEEK PROSECUTION THROUGH

2>LOCAL AUTHORITIES.

3><RET>

EDIT Option: <RET>

U.S. ATTORNEY

DATE/TIME NOTIFIED: <RET>

Enter:<RET> to continue, ^N for screen N or '^' to abort: <RET>

Screen 9 - Narrative

NARRATIVE:

ORIGIN:

1>ON 2/25/93 AT 1030 HOURS, I WAS NOTIFIED TO RESPOND TO THE CANTEEN

2>AREA FOR A DISTURBANCE IN PROGRESS .

3><RET>

EDIT Option: <RET>

INITIAL OBSERVATION:

1>UPON MY ARRIVAL I OBSERVED THE OFFENDER AND THE VICTIM IN A RATHER

2>HEATED DISCUSSION.

3><RET>

EDIT Option: <RET>

Police Officer Menu

Offense Report Options

Create Offense Report

INVESTIGATION:

1>I INTERVENED AND SEPARATED THE TWO INDIVIDUALS TO PREVENT FURTHER
2>INCIDENT. I INTERVIEWED BOTH SUBJECTS INDEPENDENTLY. I DETERMINED
3>THAT THE OFFENDER HAD BEEN HARASSING THE VICTIM OVER A PERSONAL
4>ISSUE THAT STEMMED FROM ACTIVITIES OUTSIDE THE WORK PLACE. I ALSO
5>DETERMINED THAT THE OFFENDER HAD MADE SOME THREATS WHICH CONCERNED
6>THE VICTIM.
7><RET>

EDIT Option: <RET>

DISPOSITION:

1>I CONTACTED THE U.S. ATTORNEY'S OFFICE AND RELAYED THE DETAILS OF
2>THE INCIDENT. I WAS ADVISED TO INSTRUCT THE VICTIM TO SEEK
3>PROSECUTION THROUGH LOCAL STATE OR COUNTY AUTHORITY.
4><RET>

EDIT Option: <RET>

Enter:<RET> to continue, ^N for screen N or '^' to abort: <RET>

Updating.

Done.

DEVICE: HOME// <RET> LAN

Press RETURN to continue or '^' to exit: <RET>

Police Officer Menu
Offense Report Options
Create Offense Report

DEPARTMENT OF VETERANS AFFAIRS
VA POLICE
UNIFORM OFFENSE REPORT
UOR# 93-02-25-1030

PAGE: 1

VA Facility
DALLAS TX
Automated VA Form 10-1393

Date/Time Printed
JUL 23,1993@11 :00

DATE/TIME RECEIVED: FEB 25, 1993@10:30
DATE/TIME OF OFFENSE: FEB 25, 1993@10:15
LOCATION: CANTEEN
WEAPON USED: NONE
INVESTIGATING OFFICER: SWIFT,HARRY
METHOD OF OPERATION:
LOUD AND OBNOXIOUS

CLASSIFICATION CODE: DISTURBANCE/DISORDERLY CONDUCT

* * * * * COMPLAINTANT DATA * * * * *

COMPLAINANT NAME: MEADOWS,MARY LOUISE
STATUS: EMPLOYEE
HOME ADDRESS: 118 WINDWARD WAY
BOX 25
DELUTH,IDAHO 29229
HOME PHONE: 302-222-2929
WORK ADDRESS:
WORK PHONE: X2456

* * * * * VICTIM DATA * * * * *

VICTIM NAME: WILLIAMS,BERNICE JANE
SEX: FEMALE RACE: HISPANIC, WHITE
STATUS: EMPLOYEE
DRIVER'S LICENSE & STATE: 39393939 IDAHO
HOME ADDRESS: 1823 JONES FALLS HIGHWAY
POKEEPSIE,IDAHO 39393
HOME PHONE: 432-192-2929
WORK ADDRESS:
WORK PHONE: X3829
MEDICAL TREATMENT:

Police Officer Menu
Offense Report Options
Create Offense Report

PAGE: 2

Date/Time Printed
JUL 23,1993@11:00

* * * * * OFFENDER DATA * * * * *

OFFENDER NAME: JOHNSON,DWAYNE DAVID
SSN: 223-45-7893 DOB: APR 3,1957 AGE: 35
SEX: MALE RACE: CAUCASIAN HEIGHT: 6 -00
WEIGHT: 195 HAIR COLOR: BROWN EYE COLOR: BLUE
SKIN TONE: FAIR SCARS/MARKS:
STATUS: EMPLOYEE
DRIVER'S LICENSE & STATE: 222338383 MASSACHUSETTS
PERSONAL DESCRIPTION:
RED HAT, BLUE COAT, BLACK TROUSERS, GOLD RIMMED GLASSES
HOME ADDRESS: 137 OLD HOME PLACE
BOX 234
ANYWHERE,MASSACHUSETTS 23478
HOME PHONE: 530-234-1897
WORK ADDRESS:
WORK PHONE: X437
OFFENSE COMMITTED: DISORDERLY CONDUCT 1.218(b) VA REG 11
DISPOSITION: ADMINISTRATIVE ACTION PENDING CHARGING DOCUMENT:

* * * * * OFFENDER DATA * * * * *

OFFENDER NAME:
OFFENDER NAME:
SSN: DOB: AGE:
SEX: MALE RACE: CAUCASIAN HEIGHT: 5-10
WEIGHT: 195 HAIR COLOR: BROWN EYE COLOR: BLUE
SKIN TONE: FAIR SCARS/MARKS: SCAR ON LEFT SIDE OF FACE
STATUS:
DRIVER'S LICENSE & STATE:
PERSONAL DESCRIPTION:
BLACK JACKET, BLUE TROUSERS.
HOME ADDRESS:
HOME PHONE:
WORK ADDRESS:
WORK PHONE:
OFFENSE COMMITTED: DISORDERLY CONDUCT 1.218(b) VA REG 11
DISPOSITION: 0 CHARGING DOCUMENT:

Police Officer Menu
Offense Report Options
Create Offense Report

DEPARTMENT OF VETERANS AFFAIRS
VA POLICE
UNIFORM OFFENSE REPORT
UOR# 93-02-25-1030

PAGE: 3

VA Facility
DALLAS TX
Automated VA Form 10-1393

Date /Time Printed
JUL 23,1993@11:00

* * * * * WITNESS * * * * *

WITNESS NAME: SNODGRASS,MORTAKI WILLY
HOME ADDRESS: RUDD'S FARM
RD3
NEWT,TENNESSEE 39393

HOME PHONE:
WORK ADDRESS: RD3
NEWT,TENNESSEE
WORK PHONE:

LICENSE TAG # & STATE: 123 ABC IDAHO
MAKE: FORD MODEL: GALAXIE
STYLE: 2 DR HDTF
COLOR: BLUE
DECAL # & COLOR: 0
YEAR OF MANUFACTURE: 1987
OWNER NAME: JOHNSON,DWAYNE DAVID

ITEM NAME: WALLET
DESCRIPTION: BROWN, BIFOLD CONTAINING MULTIPLE PERSONAL PAPERS
DOLLAR LOSS: 10
DOLLAR RECOVERED: 10

ITEM #: 1
QUANTITY: 1
PURPOSE: SAFEKEEPING
DESCRIPTION:
BROWN BIFOLD MAN'S WALLET CONTAINING MULTIPLE PERSONAL
PAPERS, NO CASH.

WAS CIP WEAPON USED? NO
WAS POLICE BATON USED? NO

OTHER AGENCY NOTIFIED

DATE/TIME NOTIFIED: FEB 25, 1993@11:00//
CONTACT PERSON: SGT RALPH WHITE
AGENCY: IDAHO HIGHWAY PATROL//
DATE/TIME NOTIFIED: FEB 25, 1993@11:05//
CONTACT PERSON: DEPUTY JOHN BROWN
AGENCY: BUSH COUNTY SHERIFF'S DEPARTMENT//

U.S. ATTORNEY NOTIFIED

DATE/TIME NOTIFIED: FEB 25, 1993@11:30
INSTRUCTIONS RECEIVED:
RALPH JONES, ADVISED TO ALLOW VICTIM TO SEEK PROSECUTION
THROUGH LOCAL AUTHORITIES.

Police Officer Menu
Offense Report Options
Create Offense Report

DEPARTMENT OF VETERANS AFFAIRS
VA POLICE
UNIFORM OFFENSE REPORT
UOR# 93-02-25-1030

PAGE: 4

VA Facility
DALLAS TX
Automated VA Form 10-1393

Date/Time Printed
JUL 23,1993@11:00

* * * * * NARRATIVE * * * * *

ORIGIN:

ON 2/25/93 AT 1030 HOURS, I WAS NOTIFIED TO RESPOND TO THE
CANTEEN AREA FOR A DISTURBANCE IN PROGRESS.

INITIAL OBSERVATION:

UPON MY ARRIVAL I OBSERVED THE OFFENDER AND THE VICTIM IN A
RATHER HEATED DISCUSSION.

INVESTIGATION:

I INTERVENED AND SEPARATED THE TWO INDIVIDUALS TO PREVENT
FURTHER INCIDENT. I INTERVIEWED BOTH SUBJECTS INDEPENDENTLY.
I DETERMINED THAT THE OFFENDER HAD BEEN HARASSING THE VICTIM
OVER A PERSONAL ISSUE THAT STEMMED FROM ACTIVITIES OUTSIDE THE
WORK PLACE. I ALSO DETERMINED THAT THE OFFENDER HAD MADE SOME
THREATS WHICH CONCERNED THE VICTIM.

AFTER CONTACTING THE U.S. ATTORNEY'S OFFICE, I ALSO CONTACTED
THE IDAHO STATE POLICE AND THE BUSH COUNTY SHERIFF'S
DEPARTMENT. I ADVISED BOTH AGENCIES THAT THE VICTIM WOULD BE
CONTACTING THE LOCAL MAGISTRATE TO SEEK PROSECUTION FOR THE
INCIDENT AND STATED THAT A COPY OF MY INVESTIGATIVE REPORT
COULD BE MADE AVAILABLE FOR THEIR USE.

DISPOSITION:

I CONTACTED THE U.S. ATTORNEY'S OFFICE AND RELAYED THE
DETAILS OF THE INCIDENT. I WAS ADVISED TO INSTRUCT THE VICTIM
TO SEEK PROSECUTION THROUGH LOCAL STATE OR COUNTY AUTHORITY.

HARRY T. SWIFT # 123
INVESTIGATING OFFICER

Police Officer Menu
Offense Report Options
Create Offense Report

Do you want to edit? YES// **NO**

Is the report completed? **NO**

Police Officer Menu
Offense Report Options
Edit Offense Report

You have designated an Offense Report as COMPLETED but it has not been CLOSED by your Police Chief or other assigned reviewer, and you realize that additional information needs to be entered. Selecting this option will allow you to access the Offense Report to add additional information.

You will not be asked if the report is COMPLETED again.

You can only access reports that you have entered into the system.

This option operates the same as the Resume an Offense Report Entry option. Please reference that option documentation for assistance, if necessary.

Police Officer Menu
Offense Report Options
Follow-Up Officer Notes
Add/Edit Officer Follow-Up Notes

This option allows the user to add follow-up investigative notes to a previously entered Offense Report. The original Offense Report may be viewed but not edited.

Example

```
UOR#: 302251030      65493000079      302251030
Do you want to print the report first? NO// NO

Select INVESTIGATOR:BROWN,ROBERT T.// SWIFTY ,JAMES
ARE YOU ADDING 'SWIFTY,JAMES' AS A NEW FOLLOW-UP (THE 2ND FOR THIS ESP
OFFENSE REPORT)? Y (YES)
INVESTIGATOR: SWIFTY,JAMES// <RET>
NOTES:
1>5-5-93 INTERVIEWED WITNESS JANE DOE, WRITTEN STATEMENT COMPLETED.
2><SPACE>
3>5-6-93 INTERVIEWED WITNESS GEORGE JONES, WRITTEN STATEMENT TAKEN.
4><RET>
EDIT Option:<RET>
```

Police Officer Menu
Offense Report Options
Follow-Up Officer Notes
Print Officer Follow-Up Notes

This option is used to print the follow-up notes portion of a Uniform Offense Report. Only Offense Reports that are completed and non-sensitive may be selected.

Example

UOR#: 302251030 65493000079 302251030
DEVICE: HOME// <RET> LAN

Press RETURN to continue or '^' to exit:

DEPARTMENT OF VETERANS AFFAIRS	PAGE 1
VA POLICE	
UNIFORM OFFENSE REPORT	
UOR# 93-02-25-1030	
VA Facility	Date/Time Printed
DALLAS TX	JUL 23,1993@11:00
Automated VA Form 10-1393	

FOLLOW-UP NOTES:

5/6/93 THESE ARE FOLLOW-UP NOTES OF THE FIRST FOLLOW-UP INVESTIGATOR.

6/3/93 I HAVE NOW RE-ENTERED MY OWN FOLLOW-UP NOTES AND HAVE MADE
A SECOND ENTRY WITHIN MY OWN AREA.

ROBERT W. JOHNSON #145
FOLLOW-UP INVESTIGATOR

FOLLOW-UP NOTES:

5-5-93 INTERVIEWED WITNESS JANE DOE, WRITTEN STATEMENT COMPLETED.

5-6-93 INTERVIEWED WITNESS GEORGE JONES, WRITTEN STATEMENT TAKEN.

5-9-93 RECOVERED STOLEN PROPERTY INTACT. ALL INDIVIDUALS INVOLVED
NOTIFIED. CASE CLOSED, NO FURTHER POLICE ACTION.

JAMES SWIFT #189
FOLLOW-UP INVESTIGATOR

Police Officer Menu Offense Report Options Resume an Offense Report Entry

This option allows you to reenter the report, edit fields, and designate the report as COMPLETE. This option only allows access to reports that you have entered into the file and are designated as INCOMPLETE.

Once the report is designated complete, a MailMan bulletin is dispatched to the ESP UOR COMPLETED mail group. After receiving the mail bulletin, the Police Chief or designated supervisor reviews the report. An example of the mail bulletin is provided below.

Example

UOR#: 302251030 65493000079 302251030
Do you want to print the report first? NO// <RET>
Do you want to edit? YES// YES

DATE/TIME RECEIVED: FEB 25,1993@10:30// <RET>
DATE/TIME OF OFFENSE: FEB 25,1993@10:15// <RET>
ENDING DATE/TIME OF OFFENSE: <RET>
Select CLASSIFICATION CODE: DISTURBANCE// <RET>
 CLASSIFICATION CODE: DISTURBANCE// <RET>
 TYPE: DISORDERLY CONDUCT// <RET>
LOCATION: CANTEEN// <RET>
WEAPON USED: NONE// <RET>
METHOD OF OPERATION:
 1>LOUD AND OBNOXIOUS
EDIT Option: <RET>
INVESTIGATING OFFICER: SWIFT,HARRY// <RET>
CIP WEAPON USED: NO// <RET>
POLICE BATON USED: NO// <RET>

COMPLAINANT DATA
 1 MEADOWS,MARY LOUISE
Select NUMBER: 1// <RET>

VICTIM DATA
 1 WILLIAMS,BERNICE JANE
Select NUMBER: 1// ^ <RET>

OFFENDER DATA
 1 JOHNSON,DWAYNE DAVID
 2 UNKNOWN
Select NUMBER: 2// <RET>
SEX: <RET>
RACE: CAUCASIAN// <RET>
HEIGHT: 6-00// <RET>

Police Officer Menu
Offense Report Options
Resume an Offense Report Entry

WEIGHT: 195// <RET>
HAIR COLOR: BROWN// <RET>
EYE COLOR: BLUE// <RET>
SKIN TONE: FAIR// <RET>
SCARS/MARKS: SCAR ON LEFT SIDE OF FACE// <RET>
PERSONAL DESCRIPTION: <RET>
Select OFFENSE COMMITTED: DISORDERLY CONDUCT// <RET>
 OFFENSE COMMITTED: DISORDERLY CONDUCT// <RET>
 OFFENSE DISPOSITION: **CHARGES PENDING**
 CHARGING DOCUMENT: <RET>

WITNESS DATA
 1 SNODGRASS,MORTAKI WILLY
Select NUMBER: 1// ^

VEHICLE INFORMATION DATA
 1 123 ABC ID
Select VEHICLE NUMBER: 1// ^

LOST PROPERTY DATA
 1 WALLET
Select ITEM NAME: WALLET// ^

PROPERTY HELD DATA

ITEM #1 ^

OTHER AGENCY

DATE/TIME NOTIFIED: FEB 25, 1993@11:00// <RET>
CONTACT PERSON: SGT RALPH WHITE// <RET>
AGENCY: IDAHO HIGHWAY PATROL// <RET>

OTHER AGENCY:

DATE/TIME NOTIFIED: FEB 25, 1993@11:05// <RET>
CONTACT PERSON: DEPUTY JOHN BROWN// <RET>
AGENCY: BUSH COUNTY SHERIFF'S DEPARTMENT// <RET>

U.S. ATTORNEY

DATE/TIME NOTIFIED: FEB 25, 1993@11:30// <RET>
Instructions Received:
 1>RALPH JONES, ADVISED TO ALLOW VICTIM TO SEEK PROSECUTION THROUGH
 2>LOCAL AUTHORITIES.
EDIT Option: <RET>

NARRATIVE:

Police Officer Menu Offense Report Options Resume an Offense Report Entry

ORIGIN:

1>ON 2/25/93 AT 1030 HOURS, I WAS NOTIFIED TO RESPOND TO THE CANTEEN
2>AREA FOR A DISTURBANCE IN PROGRESS.

EDIT Option: <RET>

INITIAL OBSERVATION:

1>UPON MY ARRIVAL I OBSERVED THE OFFENDER AND THE VICTIM IN A RATHER
2>HEATED DISCUSSION.

EDIT Option: <RET>

INVESTIGATION:

1>I INTERVENED AND SEPARATED THE TWO INDIVIDUALS TO PREVENT FURTHER
2>INCIDENT. I INTERVIEWED BOTH SUBJECTS INDEPENDENTLY. I DETERMINED
3>THAT THE OFFENDER HAD BEEN HARASSING THE VICTIM OVER A PERSONAL
4>ISSUE THAT STEMMED FROM ACTIVITIES OUTSIDE THE WORK PLACE. I ALSO
5>DETERMINED THAT THE OFFENDER HAD MADE SOME THREATS WHICH CONCERNED
6>THE VICTIM.
7><SPACE>
8>UPON PREPARING TO LEAVE THE AREA, AFTER ALL PARTICIPANTS HAD
9>ALREADY DEPARTED, I OBSERVED A BROWN WALLET LYING ON THE FLOOR.
10>THE CONTENTS OF THE WALLET IDENTIFIED THE OFFENDER AS THE OWNER.
11>I TRANSPORTED THE WALLET TO THE OPERATIONS OFFICE AND PREPARED A
12>EVIDENCE/PROPERTY CUSTODY FORM AND RELEASED THE WALLET TO THE
13>EVIDENCE CUSTODIAN. THE WALLET CONTAINED NO FUNDS, ONLY PERSONAL
14>PAPERS.

EDIT Option: <RET>

DISPOSITION:

1>I CONTACTED THE U.S. ATTORNEY'S OFFICE AND RELAYED THE DETAILS OF
2>THE INCIDENT. I WAS ADVISED TO INSTRUCT THE VICTIM TO SEEK
3>PROSECUTION THROUGH LOCAL STATE OR COUNTY AUTHORITY.

EDIT Option: <RET>

Is the report completed? **YES**

Data Validation in progress
Report Completed.

Example of MailMan Bulletin

Subj: UOR COMPLETED- READY FOR REVIEW [#11244] 25 Feb 93 12:35 1 Line
From: <SWIFT,HARRY> in 'IN' basket. Page 1

UOR # 302251030 has been investigated by SWIFT,HARRY and is ready to review.
The UOR was entered into the records by SWIFT,HARRY.

Select MESSAGE Action: IGNORE (in IN basket)//

Police Officer Menu

Personal Descriptor Lookup

This option allows a quick scan of the ESP MASTER NAME INDEX file (#910) and produces a print of all persons matching the range of descriptive information entered. This could be useful when an investigation in progress has produced only limited descriptive information on the alleged offender.

Example

```
START WITH RACE: FIRST// CAU
GO TO RACE: LAST// CAU
START WITH SEX: FIRST// MALE
GO TO SEX: LAST// MALE
START WITH HEIGHT: FIRST// 5-05
GO TO HEIGHT: LAST// 6-02
START WITH WEIGHT: FIRST// 175
GO TO WEIGHT: LAST// <RET>
DEVICE: <RET> LAN RIGHT MARGIN: 80// <RET>
```

NAME: WRIGHT,RANDOLPH JAMES	DOB: FEB 29,1952	SSN: 234765098
RACE: CAUCASIAN	HEIGHT: 5-11	WEIGHT: 185
EYES: BLUE HAIR: BROWN	SCARS/MARKS: 4 fingers on left hand	
AKA: WILD BILL	CATEGORY: PATIENT	
NAME: SWIZZER,RONALD	DOB: SEP 1,1900	SSN: 123456789
RACE: CAUCASIAN	HEIGHT: 5-11	WEIGHT: 185
EYES: HAZEL HAIR: BROWN	SCARS/MARKS: 4 fingers on left hand	
AKA: WINO	CATEGORY: EMPLOYEE	
NAME: DUMMERT,JOHN TED	DOB: JAN 1,1970	SSN: 111223333
RACE: CAUCASIAN	HEIGHT: 6'	WEIGHT: 180
EYES: BROWN HAIR: BROWN	SCARS/MARKS: NONE	
AKA: UGLY	CATEGORY: PATIENT	

Police Officer Menu Quick Name Check

The Quick Name Check option allows the user to do a quick inquiry into the Police files to determine if any information exists on a specific individual. This is particularly beneficial when police officers are asked to respond to an incident and need to know who they will be approaching.

The option will sort through the ESP MASTER NAME INDEX file (#910), ESP POLICE REGISTRATION LOG file (#910.2), ESP EVIDENCE file (#910.8), ESP OFFENSE REPORT file (#912), ESP WANTS & WARRANTS file (#913), and ESP VIOLATIONS file (#914) and provide a listing of every record containing the name entered. Data fields that do not contain information will not be displayed.

Following is a brief explanation of Quick Name Check entries.

VEHICLE REGISTRATION - 456 BLACK

456 = Issued Decal Number

Black = Color of Issued Decal

VIOLATION- SEP 1,1992@09:00 SPITTING ON PROPERTY

SEP 1,1992@09:00 = Date/Time of Offense

SPITTING ON PROPERTY = Offense Committed

OFFENSE REPORT - Indicates the person's involvement, Uniform Offense Report (UOR) Number, and Crime Classification assigned to the report.

WANT OR WARRANT 1801 A

1801 = Warrant or document number

A = Active I = inactive

EVIDENCE RECORD NUMBER 93-011 C

93-011 = Evidence Record Number

C = Closed O = Open

MASTER NAME INDEX RECORD

Contains basic demographic data on each person entered into any DVA police record (i.e., name, date of birth, home address).

Police Officer Menu Quick Name Check

Example

Select Name: **JOHNSON,DWA** YNE DAVID 223457893 04-03-57 EMPLOYEE
SEX: M RACE: CAUCASIAN

1. VEHICLE REGISTRATION - 456 BLACK
2. VEHICLE REGISTRATION - 1235 RED
3. VIOLATION- SEP 1,1992@09:00 SPITTING ON PROPERTY
4. VIOLATION- DEC 15,1992@10:00 SPITTING ON PROPERTY
5. VIOLATION- FEB 15,1993@10:00 SPEEDING/ BY UP TO 20 MPH
6. OFFENSE OFFENDER- 302221005 ASSAULT/AGGRAVATED
7. OFFENSE OFFENDER- 302230900 DISTURBANCE/DISORDERLY CONDUCT
8. WANT OR WARRANT 1801 A
9. EVIDENCE RECORD NUMBER 93-011 C
10. MASTER NAME INDEX RECORD

Select a number for viewing: : (1-10): **1**

DEVICE: HOME// **<RET>** LAN

VA TAG ID: 456	DECAL COLOR: BLUE
OWNER NAME: JOHNSON,DWAYNE DAVID	REGISTRATION TYPE: VEHICLE
DATE ASSIGNED: JAN 25, 1993	LICENSE TAG #: ABC869
STATE: MASSACHUSETTS	VEHICLE MAKE: OLDSMOBILE
VEHICLE MODEL: DELTA 88	VEHICLE STYLE: 4 DOOR HARDTOP
VEHICLE COLOR: BEIGE	YEAR OF MANUFACTURE: 1984
ASSIGNED PARKING SPACE: 1267	
REMARKS: CUSTOMIZED VEHICLE	

Police Officer Menu
Vehicle Registrations Menu

The Vehicle Registrations Module is composed of options that allow for entry and retrieval of data that constitute the vehicle registration record. Data stored in the records is used by the VA Police to identify the owner of vehicles. These records are helpful to the VA Police if the owner of the vehicle files a report that the property has been stolen.

The information contained within this module also provides the VA Police with a method of quickly identifying that a vehicle is owned by an employee and is authorized to be on the facility grounds.

Police Officer Menu
Vehicle Registrations Menu
Car Pool Lists
Car Pool Availability List

This option allows the user to generate a list, by zip code, of individuals with registered vehicles. The zip code field of the ESP MASTER NAME INDEX file (#910) must contain the zip code information for the entry to be included on this list.

The list indicates whether the individual does participate in car pooling, does not participate, or has not indicated a preference.

Example

Select Car Pool Lists Option: **ACPA** Car Pool Availability List
DEVICE: <RET> LAN RIGHT MARGIN: 80// <RET>

```
CAR POOL AVAILABILITY LIST                                JUL  6,1993  11:05 PAGE 1
DECAL                                                    CAR
#      COLOR      OWNER      SERVICE      ZIP CODE      POOLS
-----
1235    BLUE      JONES,MARY    PATHOLOGY    81902
0121    RED       PATRICK,RALPH RADIOLOGY    81902        YES

0002    BLUE      JONES,RICHARD MEDICAL RECORDS 72116        NO
0001    RED       JOHNSON,BILL  RESEARCH     72116
0007    BLUE      FURNS,JAMES   LIBRARY      72116        YES

1234    RED       BROWN,JERALD  IRMS         75090
4756    RED       BURNS,WILBER  NURSING      75090        YES

4567    RED       FREESE,ALICIA SURGERY      77432        YES

6656    RED       JONES,RALPH   SURGERY      93536        NO
6652    RED       MARKUS,BILL   RESEARCH     93536        YES
6654    BLUE      ROSS,JOHN     SUPPLY       93536        YES
```

Police Officer Menu
Vehicle Registrations Menu
Car Pool Lists
Assigned Car Pool Spaces

This option is used to generate a list of vehicles assigned to car pool parking spaces.

Example

Select Car Pool Lists Option: **ACPS** Assigned Car Pool Spaces
DEVICE: **<RET>** LAN RIGHT MARGIN: 80// **<RET>**

CAR POOL ASSIGNMENT LIST			JUL 6,1993	11:05	PAGE 1
DECAL	COLOR	OWNER	SERVICE	ASSIGNED SPACE	CAR POOLS
0999	BLUE	JONES,BILL	SUPPLY	111	YES
1000	GREEN	SMITH,JOHN	ENGINEER	123	YES
1235	BLACK	JOHNSON,MARK	IRMS	145	YES
1238	GREEN	SMITH,RALPH	RESEARCH	345	YES
1457	BLUE	SMYTHE,JAMES	NURSING	411	YES
1527	BLUE	JONES,LINDA	LIBRARY	414	YES

Police Officer Menu

Vehicle Registrations Menu

Create/Edit Vehicle Registration

This option allows the user to add or edit vehicle registration information. You may add a new person to the ESP MASTER NAME INDEX file (#910) through this option.

Example

NAME: **JOHNSON,DWA** YNE DAVID 223457893 04-03-57 EMPLOYEE

This name is already in the Master Name Index file.

Name: JOHNSON,DWAYNE DAVID SSN: 223457893
DOB: APR 03, 1957 SEX: M RACE: CAUCASIAN

Is this the correct one? **YES**

Do you want to edit this record? NO// **YES**

1) Name: JOHNSON,DWAYNE DAVID
SSN: 223457893
DOB: APR 03, 1957
SEX: M
RACE: CAUCASIAN
Category: E
Driver's License #: 222338383
State: MASSACHUSETTS

3) Service: AMBULATORY CARE
ID Badge:

Show More? YES// **<RET>**

4) Place of Employment:

Address:

Address [Line 2]:

City:

State:

Zip:

Office Phone: X437

Show More? YES// **<RET>**

2) Height: 6-00

Weight: 195

Hair Color: BROWN

Eye Color: BLUE

Skin Tone: FAIR

Scars/Marks:

5) Home Address:

137 OLD HOME PLACE

Home Address [Line 2]:

BOX 234

City: ANYWHERE

State: MASSACHUSETTS

Zip: 23478

Home Phone: 53 0-234-1897

6) Alias:

7) Remarks:

Enter: **<RET>** to continue or 1-7 to edit: **<RET>**

Police Officer Menu
Vehicle Registrations Menu
Create/Edit Vehicle Registration

DECAL: **3456**

NO MATCH FOUND.

Do you want to add this decal #? YES// **<RET>**

DECAL COLOR: **BLUE**

DATE ASSIGNED: **10 12 93** (OCT 12, 1993)

SHORT DESCRIPTION: **4 WHEEL DRIVE**

LICENSE TAG NUMBER: **893 OTD**

STATE: **TX** TEXAS

VEHICLE MAKE: **FORD**

VEHICLE MODEL: **F150**

VEHICLE STYLE: **PICKUP TRUCK**

VEHICLE COLOR: **RED**

YEAR OF MANUFACTURE: **1993** (1993)

ASSIGNED PARKING SPACE: **149**

CAR POOL MEMBER: **YES**

REMARKS:

1>**<RET>**

VA TAG ID: 3456

DECAL COLOR: BLUE

Date Assigned: OCT 12, 1993

SHORT DESCRIPTION: 4 WHEEL DRIVE

LICENSE TAG NUMBER: 893 OTD

STATE: TEXAS

VEHICLE MAKE: FORD

VEHICLE MODEL: F150

VEHICLE STYLE: PICKUP

VEHICLE COLOR: RED

Year of Manufacture: 1993

ASSIGNED PARKING SPACE: 149

CAR POOL MEMBER: YES

REMARKS:

READY TO UPDATE? YES// **<RET>**

Updating

Done

Police Officer Menu
Vehicle Registrations Menu
Identify Unknown Vehicle

This option allows police staff to run a check of vehicle registration records when only a limited amount of information is known about the vehicle. This is particularly useful when conducting investigations involving hit and run vehicles.

Example

```
START WITH VEHICLE COLOR: FIRST// WHITE
GO TO VEHICLE COLOR: LAST// WHITE
  START WITH VEHICLE MAKE: FIRST// CHEVROLET
  GO TO VEHICLE MAKE: LAST// CHEVROLET
    START WITH STATE: FIRST// <RET>
  DEVICE: <RET>    LAN    132// <RET>
```

ESP POLICE REGISTRATION LOG LIST FEB 9,1993 10:57 PAGE 1

VA TAG ID: 546	DECAL COLOR: BLACK
OWNER NAME: JOHNSON, RANDOPH WAYNE	DATE ASSIGNED: DEC 5, 1991
REGISTRATION TYPE: VEHICLE	STATE: MARYLAND
LICENSE TAG NUMBER: 150 YTS	VEHICLE MODEL: LUMINA
VEHICLE MAKE: CHEVROLET	VEHICLE COLOR: WHITE
VEHICLE STYLE: 4 DOOR	
YEAR OF MANUFACTURE: 1989	
CAR POOL MEMBER: YES	
VA TAG ID: 0001	DECAL COLOR: RED
OWNER NAME: JONES, ROBERT P.	REGISTRATION TYPE: VEHICLE
DATE ASSIGNED: JUN 10, 1992	SHORT DESCRIPTION: THIS GUY IS BAD!
LICENSE TAG NUMBER: TIE888	STATE: ARKANSAS
VEHICLE MAKE: CHEVROLET	VEHICLE MODEL: PICK UP
VEHICLE STYLE: 2 DOOR	VEHICLE COLOR: WHITE
YEAR OF MANUFACTURE: 1991	ASSIGNED PARKING SPACE: LP 237
CAR POOL MEMBER: NO	

Police Officer Menu
Vehicle Registrations Menu
Lookup Vehicle Registration

This option can be used to lookup a vehicle registration by plate number, decal number, or the owner's name.

Example

Select Vehicle Registration: **ABC869** 456 GREEN

VA TAG ID: 456

DECAL COLOR: GREEN

OWNER NAME: JOHNSON,DWAYNE DAVID

REGISTRATION TYPE: VEHICLE

DATE ASSIGNED: MAR 1, 1992

LICENSE TAG NUMBER: ABC 123

STATE: MARYLAND

VEHICLE MAKE: FORD

VEHICLE MODEL: ESCORT

VEHICLE STYLE: 4 DOOR

VEHICLE COLOR: MAROON

YEAR OF MANUFACTURE: 1987

CAR POOL MEMBER: YES

VEHICLE: WALL,RUSSELL

Police Officer Menu

Vehicle Registrations Menu

Print Vehicle Registration Log

This option allows police staff to generate a list of all vehicle registrations on file. The option is locked with the ESP CHIEF security key to prevent unnecessary system workload.

Example

To receive correct print format, select a 132 character device!

DEVICE: <RET> LAN RIGHT MARGIN: 132// <RET>

```
VEHICLE REGISTRATION LOG                                JUL  6,1993  11:05  PAGE 1
                LICENSE TAG
DECAL  OWNER          STATUS  NUMBER  VEHICLE MAKE MODEL      STYLE  COLOR      YEAR
-----
456    NEW,PERSON      VOLUNTEER 123TAG   FORD      F100      TRUCK    RED        1908
456    JOHNSON,DWAYNE  EMPLOYEE  ABC869   OLDSMOBILE DELTA 88  4 DOOR   BEIGE      1984
493    BAKER,RALPH     EMPLOYEE  10BYX    MAZDA      280Z     2 DOOR   BLUE       1992
1235   BROWN,GARY      EMPLOYEE  ABV 123  CHEVROLET  CITATION 2 DOOR   GRAY     1985
4756   BROWN,WALTER    EMPLOYEE  123 TAG  BENTLEY    MAJOR     4 DOOR   WHITE      1992
7890   JONES,JOHN      EMPLOYEE  UDI 128  CADILLAC   SEVILLE 4 DOOR   GRAY     1992
8001   SMITH,JOHN      PATIENT   123ABC   FORD       MUSTANG   2 DR     BLUE      1992
8232   JOSHUA,JO       OUTSIDER  GPL123   CHEVROLET  S10      TRUCK    GREEN      1952
```

Police Officer Menu Uniform Offense Report Worksheet

DEPARTMENT OF VETERANS AFFAIRS
VA POLICE
UNIFORM OFFENSE REPORT WORKSHEET

DATE/TIME RECEIVED:	DATE/TIME OF OFFENSE:
____ ____ ____ _____	____ ____ ____ _____
CLASSIFICATION CODE:	
LOCATION:	WEAPON USED:
INVESTIGATING OFFICER:	FOLLOW -UP INVESTIGATOR:
METHOD OF OPERATION:	

COMPLAINANT NAME:	STATUS:
HOME ADDRESS:	HOME PHONE:
WORK ADDRESS:	WORK PHONE:

Police Officer Menu

Uniform Offense Report Worksheet

Uniform Offense Report Worksheet UOR # _____ | _____ | _____ | _____ Page 2

VICTIM NAME:		STATUS:	
SEX:	RACE	DRIVER'S LICENSE	STATE
HOME ADDRESS:		HOME PHONE:	
WORK ADDRESS:		WORK PHONE	
MEDICAL TREATMENT:			

OFFENDER NAME:		STATUS:	
SSN:	DOB:	HEIGHT	WEIGHT
HAIR COLOR	EYE COLOR	SKIN TONE	SCARS/MARKS
SEX:	RACE	DRIVER'S LICENSE	STATE
HOME ADDRESS:		HOME PHONE:	
WORK ADDRESS:		WORK PHONE	
PERSONAL DESCRIPTION:			
Hat:	Coat:	Shirt:	Pants:
OFFENSE COMMITTED:			
DISPOSITION:			

Police Officer Menu Uniform Offense Report Worksheet

Uniform Offense Report Worksheet UOR # _____|_____|_____|_____ Page 3

WITNESS NAME:	STATUS:
HOME ADDRESS:	HOME PHONE:
WORK ADDRESS:	WORK PHONE:

VEHICLE INFORMATION:			
LICENSE TAG:	STATE:	MAKE:	MODEL:
STYLE:	COLOR:	DECAL #:	COLOR:
YEAR OF MANUFACTURE:		OWNER NAME:	

PROPERTY (LOST)	
ITEM NAME:	
DESCRIPTION:	
DOLLAR LOSS:	DOLLAR RECOVERED:

Police Officer Menu Uniform Offense Report Worksheet

Uniform Offense Report Worksheet UOR # _____|_____|_____|_____ Page 4

WAS CIP WEAPON USED?	WAS POLICE BATON USED?
OTHER AGENCY NOTIFIED	U.S. ATTORNEY NOTIFIED
DATE/TIME NOTIFIED: CONTACT PERSON:	DATE/TIME NOT IFIED: INSTRUCTIONS RECEIVED:

NARRATIVE: ORIGIN:
INITIAL OBSERVATION:

Police Officer Menu
Uniform Offense Report Worksheet

Uniform Offense Report Worksheet UOR # _____|_____|_____|_____ Page 5

NARRATIVE (Continued)

INVESTIGATION:

DISPOSITION:

Police Officer Menu

Uniform Crime Classification Breakdown

Assaults

- Aggravated
- Dangerous
- Kidnapping
- No Weapon
- Simple

Burglaries

- All Other Areas
- Canteen
- Agent Cashier
- Locker Areas
- Office
- Pharmacy
- Vehicles

Contraband

- Drugs
 - Forged Prescriptions
 - Introduction
 - Possession
 - Sale
 - Under the Influence
- Alcohol
 - Introduction
 - Possession
 - Under the Influence
- Weapons
 - Firearms
 - Knives/Hatchets/Clubs
 - Explosives
 - Other

Disturbances

- Bomb Threats
- Demonstrations
- Disorderly Conduct
- Employee Threat
- Other Threat
- Smoking Violation
- Trespassing
- Unauthorized Photography
- Unauth/Poss/Use/Keys/Cards

Manslaughter/Murder

- Manslaughter/Murder/Negligent
- Manslaughter/Murder/Non-Neg.

Non Criminal Investigations

- Alarm Response
- Assist Law Officer
- Information
- Missing Patient Reaction
- Motor Vehicle Accident
 - Government Vehicle
 - Personal Vehicle
- Safety Hazard
- Staff Assist

Other Offenses

- Arson
- Possession of Stolen Property
- Receive/Sell Stolen Property
- Suicide
- Suicide Attempt

Rapes

- Attempted Rape
- Forcible Rape

Police Officer Menu

Uniform Crime Classification Breakdown

Robbery

- Armed Robbery
 - \$100 & Above
 - <\$100
- Strong-Armed Robbery
 - \$100 & Above
 - <\$100
- Drugs Only
 - Total \$ Loss
 - Total \$ Recovered

Vandalism

Vice Soliciting

- Bribery
- Forgery
- Fraud
- Gambling
- Solicitation/Prostitution
- Sexual Misconduct

Stops & Arrest

- Physical Arrests
- Stops for Questioning
 - Package Stops
 - All Other Stops

Thefts

- Coin-Operated Machines
- Actual Drug Thefts
 - Controlled Substance
 - Non-Controlled Substance
- Attempted Drug Thefts
 - Controlled Substance
 - Non-Controlled Substance
- Government Property
 - \$100 & Above
 - <\$100
- Personal Property
 - \$100 & Above
 - <\$100
- Motor Vehicles
 - Government Motor Vehicle
 - Private Motor Vehicle

Police Clerical Menu

The options in the Police Clerical Menu are all found in the Police Chief Menu. Please refer to that section for the option documentation.

Daily Operations Journal

- Add a Journal Entry
- Create a Daily Journal
- Print Daily Journal

Print Offense Report

Quick Name Check

Criminal Statute Info

- Criminal Statute Lookup
- Print Criminal Statute List

Training Records

- All Officers Record Print
- Create/Edit Training Record
- Individual Officer Record Print
- Print Training Record by Selections
- Select Type of Training Print

Uniform Crime Reports

- Generate Crime Statistics
- Print Crime Report
- Transmit a Crime Report
- Delete Crime Statistics

Vehicle Registrations

- Car Pool Lists
 - Car Pool Availability List
 - Assigned Car Pool Spaces
- Create/Edit Vehicle Registration
- Identify Unknown Vehicle
- Lookup Vehicle Registration
- Print Vehicle Registration Log

Violations

- Create Courtesy Violation Notice Entry
- Create Violation Notice Entry
- Print a Violation by Name
- Print a U.S.D.C. Violation by #
- Update Violation Notice Entry
- Violations Issued By Officer
- Violation Match Report
- Violation Notices Issued Report
- Warnings and Violations Issued Report

Police Clerical Menu, cont.

Wants & Warrants

- Create/Edit Wants & Warrants Record

- Lookup Wants & Warrants Record

- Print Active Wants & Warrants

- Personal Descriptor Lookup

- Print Wants & Warrants Records

Daily Activity

- Create/Add Daily Activity Entry

- Print Workload Report

Glossary

Abbreviated Response	This feature allows you to enter data by typing only the first few characters for the desired response. This feature will not work unless the information is already stored in the computer.
Activity Code	An activity performed by police officers for workload reporting purposes.
AKA	Also Known As (an alias)
AMIS	Automated Management Information System
Arrest	This is the placing of a person in custody or under restraint, usually for the purpose of compelling obedience to the law and to have the person answer for a criminal charge. This does not include issuance of a USDCVN instead of physical incarceration for the purpose of the Uniform Crime Report statistics.
Assault Types	<p>Aggravated - Assault with or without injuries, involving a weapon, i.e., chair, lamp, etc.</p> <p>Dangerous - Assault with or without injuries involving a dangerous weapon, i.e., gun, knife.</p> <p>No Weapon - Actual physical assault, with or without injuries, (i.e., fist, kicking).</p> <p>Simple - Verbal assault or threats with no physical contact.</p>
Classification Code	One of the 13 major crime categories.
Closed	An offense report status when the investigation is complete. A closed report can not be edited. The supervisor who reviews a completed report is asked if the case is closed. If the supervisor answers yes, the report is marked closed and cannot be edited.

Complainant	The person, company, or agency that notified the VA Police that an incident has occurred that requires the preparation of a Uniform Offense Report investigation. In investigations where the Complainant is also the Victim, dual entry of the name is not necessary within the report. It is preferred that the person be entered into the Uniform Offense Report as the Victim. They can be identified as the Complainant in the Narrative portions of the report.
Completed	An offense report status achieved when an officer has entered all information for a report and editing is finished. The program asks the officer if the report is complete. If the officer answers yes, the report is marked complete and a mail message is sent to a supervisor mail group, ESP UOR REVIEW, notifying the supervisor that this report is ready for his/her review.
Courtesy Violation	VA FORM 10-6160
Crime Category	Thirteen major crime classifications as determined by the VA police program authorities. All offenses reported fall within one of these categories. No additional categories are to be added at the local facility.
Crime Sub Type	Subcategories of specific criminal activities which fall under Crime Types.
Crime Type	Subcategorization of criminal activity falling under the thirteen crime categories. These crime types have been identified by the VA Police program authorities and no additional crime types are to be added at the field station level.
Disposition Code	Offense or violation disposition. Descriptive of resolution of recorded offenses and issued violation notices. Some apply only to offenses and others only to violation notices. These codes are screened so that only appropriate choices can be made.

Dual Entry of Names	<p>When an individual's name and personal data can be placed in more than one name field within the Uniform Offense Report (i.e., Complainant & Victim; Victim & Witness; or Complainant, Victim & Witness). It is not necessary to enter the individual in multiple name fields within the Uniform Offense Report. Enter the name in the report in its highest priority and identify other involvement within the narrative portions of the report. In situations where multiple involvement occurs, the priority of involvement should be:</p> <p>Victim Complainant Witness</p>
Investigative Detention (Stop)	<p>When knowledge of specific facts leads a police officer to reasonably suspect that a person is involved in criminal activity, he can stop and briefly detain the person for questioning even though probable cause does not yet exist for an arrest. A detention on less than probable cause should be brief, and unless mitigating circumstances are present, generally limited to fifteen minutes or less.</p>
Key	<p>A security code that is assigned to individual users that allows access to options.</p>
Master Name	<p>A name in the ESP MASTER NAME INDEX file (#910).</p>
Master Name Index	<p>A central file containing the names of all individuals in the police records.</p>
NCIC	<p>National Crime Information Center</p>
Offender	<p>The person who has been identified as being responsible for the commission of a crime or other incident recorded in a Uniform Offense Report.</p>
Offense Code	<p>Criminal offenses. Offenses contained within VA Regulations 1.218, United State Code, Titles 18 and 21.</p>

Open	An offense report status when the case is still being investigated. A report must be open to be edited.
Quick Name Check	A lookup for a selected person's name in multiple files. It reports all files which contain the selected person and allows immediate inquiry to a record.
Reopened	An offense report status. If for some reason the report needs to be edited after it was closed, it must be reopened by an officer holding the ESP SUPERVISOR security key.
Selectables	A file containing makes and colors that can be selected for fields such as vehicle color and eye color. Selections are screened so that you cannot choose RED as an eye color. The appropriate selections are based on the NCIC codes.
Sensitive	An offense report or evidence entry status so that only persons holding the ESP CHIEF security key can have access to this report.
Soundex	SOUNDEX prevents duplicate entry of names. The last name and first three characters of the first are used to find sound alike.
Uniform Crime Report (UOR)	A record of crime and misconduct, incidents, property, and traffic infractions at a VA facility for a specific time period.
UOR #	The date/time received in a different format. UOR#=the last digit of the year, 2 digit month, 2 digit day, and military time. Example: 3/12/93@12:00 UOR# =303121200. This is often displayed as 3-03-12-1200.
USDCVN	United States District Court Violation Notice
VA Tag ID	An ID in ESP POLICE REGISTRATION LOG file (#910.2). For vehicles, enter the VA Decal number. This file also may contain other registrations so this field is free text 3-30 characters so that an appropriate VA ID can be entered.

Victim	The individual, company, or agency that has been determined to have been injured or wronged by the action or incident requiring the preparation of the Uniform Offense Report.
Want	An official notification indicating that a law enforcement agency has reason to make contact with a specific individual.
Warrant	A legal court document issued against an individual, normally requiring the individual to be taken into custody and/or requiring the individual to post some type of monetary security bond.
Witness	An individual that has observed some action or possesses information pertinent to the event or action being recorded by the Uniform Offense Report. If this person has already been identified as the Complainant or Victim, it is not necessary to make a dual entry of the name. If the person is an assisting police officer, identify that individual's participation in the investigation in the Narrative portions of the Uniform Offense Report.
Workload Report	A report of officer activity summary based on entries in the ESP ACTIVITY REPORT file(#910.1).

Index

Activity Code Add/Edit
Add a Journal Entry
Add/Edit Officer Follow-Up Notes
All Officers Record Print
Assigned Car Pool Spaces

Car Pool Availability List
Car Pool Lists Menu
Case Assignment Register-All
Case Assignment Register-Open
Close an Offense Report
Create a Daily Journal
Create/Add Daily Activity Entry
Create Courtesy Violation Notice Entry
Create/Edit Evidence/Property Record
Create/Edit Training Record
Create/Edit Vehicle Registration
Create/Edit Wants & Warrants Record
Create Offense Report
Create Violation Notice Entry
Criminal Statute Info Menu
Criminal Statute Lookup

Daily Activity Menu
Daily Operations Journal Menu
Delete Crime Statistics
Delete Offense Report
Disposition Code Add/Edit

Edit a Completed Offense Report
Edit Offense Report
Evidence/Property Menu

Follow-Up Entry Add/Edit
Follow-Up Offense Reports Menu
Follow-Up Officer Notes

Generate Crime Statistics

Identify Unknown Vehicle
Individual Officer Record Print
Inquire to Police Files

Lookup Evidence/Property Record
Lookup Vehicle Registration
Lookup Wants & Warrants Record

Make a Report Sensitive
Make Evidence Sensitive
Master Name Add/Edit
Missing Patient Report-All Cases
Missing Patient Report-Open Cases
Missing Patient Reports Menu

Offense Code Add/Edit
Offense Match Report
Offense Reports Menu
Open a Closed Offense Report

Package Management Menu
Personal Descriptor Lookup
Police Chief Menu
Police Clerical Menu
Police Officer Add/Edit
Police Officer Menu
Police Records Information Menu
Police Supervisor Menu
Print a U.S.D.C. Violation by #
Print a Violation by Name
Print Active Wants & Warrants
Print All Evidence/Property Records
Print Any Follow-Up Note
Print Any Offense Report
Print Crime Report
Print Criminal Statute List
Print Daily Journal
Print from Police Files
Print Officer Follow-Up Notes
Print Open Evidence/Property Records
Print Training Record by Selections
Print Vehicle Registration Log
Print Wants & Warrants Records
Print Workload Report

Quick Name Check

Resume an Offense Report Entry
Review Completed Offense Report

Select Type of Training Print
Selectables Add/Edit
Supervisor Functions

Training Records Menu
Transmit a Crime Report
Transmit An Offense Report

Uniform Crime Reports
Update Violation Notice Entry

Vehicle Registrations Menu
Violation Match Report
Violation Notices Issued Report
Violations Issued By Officer
Violations Menu

Wants & Warrants Menu
Warnings and Violations Issued Report